TOWN OF DEDHAM

COMMONWEALTH OF MASSACHUSETTS

PAUL G. KEANE, P.E.
COMMISSIONER

MAX R. KAMEL, M.S.
ASSISTANT TOWN ENGINEER

VICTOR A. SERENA, JR., M.B.A.
OPERATIONS MANAGER

2005 MAY -5

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55 RIVER STREET
DEDHAM, MA 02026-2935

(781) 751-9350
FAX (781) 751-9359

WWW.TOWN.DEDHAM.MA.US

DEPARTMENT OF PUBLIC WORKS

April 29, 2005

By Certified Mail Item No.: 7099 3400 0010 2228 6984

U.S. Environmental Protection Agency
Attn: Ms. Ann Herrick
Water Technical Unit
P.O. Box 8127
Boston, MA 02114

Subject: NPDES Phase II Small MS4 General Permit Annual Report
MAR041033
Dedham, MA

Dear Ms. Herrick:

In accordance with the reporting requirements for the NPDES Phase II Small MS4 General Permit, enclosed please find a copy of the Annual Report. A copy of the report will also be forwarded to the Department of Environmental Protection.

If you have any questions or require additional information, please do not hesitate to contact me at (781) 751-9350.

Very truly yours,
Dedham Department of Public Works

Max Kamel

Max Kamel
Assistant Town Engineer

Encl.
Copy: William G. Keegan, Jr., Town Administrator
P. Keane, P.E. DPW Commissioner
M. J. Cuneo, P.E., Conservation Officer
MA D.E.P

File MRK PC: c:\dpw\storm drain\stormwater permit\Annual Reort\epacoverletter on 04 29 2005.doc

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DEPARTMENT OF PUBLIC WORKS

April 29, 2005

By Certified Mail Item No.: 7099 3400 0010 2228 6977

Massachusetts Department of Environmental Protection
Attn: Ms. Linda Domizio
Division of Watershed Management
627 Main Street
Worcester, MA 01608

Subject: NPDES Phase II Small MS4 General Permit Annual Report
W-040861
Dedham, MA

Dear Ms. Domizio:

In accordance with the reporting requirements for the NPDES Phase II Small MS4 General Permit, enclosed please find a copy of the Annual Report. A copy of the report will also be forwarded to the Environmental Protection Agency

If you have any questions or require additional information, please do not hesitate to contact me at (781) 751-9350.

Very truly yours,
Dedham Department of Public Works

Max Kamel

Max Kamel
Assistant Town Engineer

Encl.
Copy: William G. Keegan, Jr., Town Administrator
P. Keane, P.E. DPW Commissioner
M. J. Cuneo, P.E., Conservation Officer
U.S. E.P.A.

File MRK PC: c:\dpw\storm drain\stormwater permit\Annual Reort 2004\DEPcoverletter on 04 29 2005.doc

Municipality/Organization: **Town of Dedham**

EPA NPDES Permit Number: **MAR041033**

MaDEP Transmittal Number: **W-040861**

Annual Report Number & Reporting Period: **No. 1: March 04-March 05**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Max Kamel

Title: Assistant Town Engineer

Telephone #: 781-751-9350

Email: mkamel@town.dedham.ma.us

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, 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.

Signature:

Printed Name: William G. Keegan Jr.

Title: Town Administrator

Date: 4/29/05

Part II. Self-Assessment

The town of Dedham has completed the required self assessment. During the preparation of the original Notice of Intent for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s), the town performed a cursory review of the historical and wildlife in the area of drainage outfall locations, and determined that the eligibility criteria had been met. In an effort to provide a more comprehensive review of critical habitat, listed species, and historical places, correspondence was forwarded to several agencies. The town received responses to confirm that the eligibility criteria have been met. Otherwise, the town is in compliance with the remaining permit conditions.

When the original NOI was submitted, it was assumed that the reporting periods for the permit years ran from the fall through the following summer. Based on the authorization dates established for the permit, the schedule needs to be revised to reflect the proper reporting periods which run from the spring through the following winter. A new schedule is attached to reflect the proper reporting periods for permit years 1-5.

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
1a	Establish advisory committee	Town Administration	Form committee within 1 year	No work proposed in permit year 2	Form the committee
Revised	* *see note*				
1b	Submit 2 press releases	DPW/Town Administration	Reach thousands of residents	The Town sponsored seven (7) Town meetings to the neighborhoods and businesses around the Town to educate residents and answer their questions.	The Town will post a generic stormwater release as well as an article specific to the Town's stormwater efforts.
Revised					
1c	Post article on town web page	DPW/Town Administration	Reach thousands of web browsers	The Town posted different Stormwater study reports on the website	The Town will post the articles from Item 1b on the website.
Revised					
1d	Add link to town web page	DPW/Town Administration	Reach thousands of residents	The Town added 10 different links to Federal, State, local and non-profit environmental organization on the website	Maintain the link and update it as needed
Revised					

1e	Publish list of department names	Town Administration	Communicate with residents	List of department and department heads is posted online. A list has been mailed to all residents with new telephone numbers. Also the list was printed and distributed to the residents at the seven (7) neighborhood meetings.	Continue to update the listing on the website as needed.
Revised					

1a. Additions

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
2a	Develop stenciling program	DPW/Town Administration	Educate hundreds of residents	All new catchbasins constructed in Town have been stenciled.	Develop and implement a townwide catchbasin stenciling program.
Revised	* *see note*				
2b	Work with watershed groups	DPW/Town Administration	Coordinate efforts with others	Communicated with watershed groups and exchanged information and data with Norfolk Mosquito Control.	Continue the open line of communication.
Revised					
2c	Post signs in critical resource areas	DPW/Town Administration	Notify residents of critical areas	Develop program and establish communications with Conservation Commission to implement the program.	Continue the program development and establish communications with Conservation Commission to implement the program.
Revised	* *see note*				
2d	Educate students about environment	DPW/Town Administration	Involve students and families	Participate in the Student Town Government day and educate students about environment the DPW.	Continue to support the efforts at the High School.
Revised					
2e	Establish a suggestion box	DPW/Town Administration	Receiving feedback	No action taken on this item.	Create a form and designate a location for the suggestion box.

Revised					

2a. Additions

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
3a	Develop a mapping system	DPW	Map the drainage system	Developed a GIS map of the drainage system.	Continue the QA/QC of the drainage system.
Revised					
3b	Locate all visible outfalls	DPW	Inventory of outfalls	Continue GPS effort to locate and update GIS mapping. Locate Outfalls with GPS when possible during the TV Inspection process.	Continue GPS effort to locate and update GIS mapping.
Revised	* *see note*				
3c	Adopt new stormwater bylaws	Town Administration	Enforcement of illegal environmental actions	Completed and adopted the Town Stormwater By-laws. The Town created and filled a new Code Enforcement Officer position.	Enforce bylaws.
Revised					
3d	Develop a response plan	DPW/Town Administration	Emergency response measure	Begin efforts to develop a response plan	Continue the process to develop a response plan.
Revised	* *see note*				
3e	Adopt a hazardous waste day	DPW/Town Administration	Reduce illegal dumping of hazardous material	The Town adopted one hazardous waste day and a daily sticker policy to dispose of larger hazardous material.	Continue conducting a yearly hazardous waste day collection program.
Revised					

3a. Additions

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
4a Revised	Review existing state and local regulations * *see note*	DPW/ Engineering	Update the town regulations	In progress	Continue review of local and state regulations
4b Revised	Develop town design and construction site review policy * *see note*	DPW/ Engineering	Develop town standards	In progress	Continue efforts to establish a site plan review policy
4c Revised	Create town specifications * *see note*	DPW/ Engineering	Develop town specifications	Developed design and construction standards and details. Posted the details on Town website.	Continue the efforts to updates the details or add any if necessary
4d Revised	Develop town inspection guidelines * *see note*	DPW/ Engineering	QA/QC construction sites	Begin efforts to develop inspection guidelines.	Continue efforts to develop inspection guidelines.
4e Revised	Determine inspection responsibilities * *see note*	DPW/Town Administration	Establish means of inspection	Develop a list of inspection responsibilities by department and task.	Continue the effort to update the list of inspection responsibilities by department and task.

4a. Additions

5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
5a	Develop stormwater policy	Town Administration	Encourage ground recharge	The Town developed and approved a new stormwater policy.	Enforce the newly adopted stormwater policy.
Revised					
5b	Develop standards for BMP's	DPW/Town Administration	Regulate subdivision plans	Developed a program to regulate subdivision plans. Established a new Plan Review Committee to review any new buildings in Town.	Continue the review process as established by Town Administrator
Revised	* *see note*				
5c	Develop bylaws and policy	DPW/Town Administration	Regulate subdivision runoff	Develop and regulate subdivision runoff through development and enforcement of the newly adopted policy.	Continue the effort to develop and regulate subdivision runoff through development and enforcement of the newly adopted policy.
Revised	* *see note*				

5a. Additions

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
6a	Implement pollution prevention program	DPW/ Engineering	Develop a program within two years	Begin to develop a pollution prevention program.	Continue the efforts to develop a pollution prevention program.
Revised	* *see note*				
6b	Develop TV Inspection	DPW/ Engineering	Eliminate illegal connections	The Town performed TV inspection of 45,000 feet of sewer. No drains were found tied to the sewer.	Continue efforts to locate illegal connections by TV inspection. Review previous reports that have highlighted possible connections.
Revised	* *see note*				
6c	Develop hazardous waste training	DPW/ Engineering	Train 20 employees on hazardous waste	Develop a program to train and educate employees about environmental issues	Implement the program to train and educate employees about environmental issues.
Revised	* *see note*				
6d	Sweep all paved roads	DPW	Eliminate dumping of 250 tons	The Town recently began the annual spring street sweeping.	Continue street sweeping efforts to reduce sediment buildup in catchbasins and release to local water bodies.
Revised					
6e	Clean all catchbasins	DPW	Clean catchbasins every 3 years	The Town has begun the spring catchbasin cleaning.	Continue catchbasin cleaning efforts to improve system operation.
Revised					
6f	Develop a litter management program	Conservation Commission/ Town Administration	Eliminate dumping and pollution to catchbasins and water bodies	Develop a policy and/or post signs to eliminate pet waste in public roads and open space	Enforce the new policy and/or post signs to eliminate pet waste in public roads and open space.
Revised	* *see note*				

6a. Additions

STORMWATER MANAGEMENT RULES & REGULATIONS
ADOPTED BY THE DEDHAM CONSERVATION COMMISSION May 23, 2002
AMENDED May 15, 2003

SECTION 1. AUTHORITY

a.) The rules and regulations contained herein have been adopted by the Dedham Conservation Commission in accordance with Section 5 of the Town of Dedham Stormwater Management By-Law.

b.) Nothing in these rules and regulations is intended to replace or be in derogation of the requirements of the Town of Dedham General Wetlands Protection Bylaw or the Town of Dedham Floodplain Zoning Bylaw or any rules and regulations adopted thereunder.

SECTION 2. PURPOSE AND GOALS

a.) These regulations are intended to require practices that will control stormwater generated by any project site, while insuring public safety and providing treatment to protect groundwater and surface water from degradation. Where stormwater is to be treated, best management practices (BMPs) to minimize pollution prior to discharge shall be required.

SECTION 3. DEFINITIONS

a.) The definitions contained herein apply to the Town of Dedham Stormwater Management By-Law and the regulations adopted thereunder. Terms not defined in this section shall be construed according to their customary and usual meaning unless the context indicates a special or technical meaning.

1. ALTER
   A. To measurably change the ability of a ground surface area to absorb water or to change existing surface drainage pattern
2. BEST MANAGEMENT PRACTICES (BMPs)
   A. Structural, non-structural and managerial techniques that are recognized to be the most effective and practical means to prevent and/or reduce point source and non-point source pollution, in order to promote stormwater quality and protection of the environment
   B. Best Management Practices are activities or equipment whose purpose is the maintenance of stormwater quality and the protection of the environment. Please see the applicable section of the Dedham Engineering Design Standards as well as the Town of Dedham Conservation Commission Rules and Regulations for a more detailed description and explanation of BMPs
3. BLANKET STORMWATER MANAGEMENT PERMIT (BSMP)
   A. A permit for projects in the categories and meeting the standards outlined in Section 5 of these Rules and Regulations. Projects in these categories that meet these generic standards are assumed to meet the requirements and intent of the Town of Dedham Stormwater Management By-Law.
4. COMMISSION (ConCom)
   A. The term "Commission" refers to the Dedham Conservation Commission.
5. CONVEYANCE
   A. Any structure or device, including pipes, drains, culverts, curb breaks, paved swales and man-made swales of all types designed or utilized to move or direct stormwater runoff or existing water flow.
   B. Any impervious surface where surface/sheet flow is utilized to remove rainfall. An example of such a surface would be a parking lot that drains directly onto a vegetated surface without any curbing or drainage system to intercept the flow.
6. DEDHAM DRAINAGE AND STORMWATER DESIGN STANDARDS
   A. The Drainage and Stormwater Design Standards promulgated by the Department of Public Works of the Town of Dedham.
7. DPW
   A. Dedham Department of Public Works.
8. DUPLEX HOUSE
   A. A building containing two residential units or two single-unit residential buildings on one parcel of land whether the units have the same or different owners. Only two residential units may be located on the parcel of land.
9. EMERGENCY STORMWATER PERMIT (ESP)
   A. An Emergency Stormwater Permit issued in cases where a delay or failure to perform work poses an imminent danger to public health or safety.
10. EROSION CONTROL
    A. The prevention or reduction of the movement of soil particles or rock fragments

beginning construction of any such project.

b.) The following items and activities shall specifically require a Stormwater Management Permit (SMP):

1. Any activity that will increase the impervious area of a parcel of land.
2. Any activity that will result in an increased amount of stormwater runoff or pollutants flowing from the property onto or into a public way, public property, or into a resource area.
3. Any alteration or redevelopment of a facility listed in Table 1 below, or any conversion of a property to a use listed in Table 1.
4. Any activity that will modify or alter an existing conveyance.
5. Any activity that will include the construction of a conveyance, including but not limited to, catch basins, drainage swales and ditches, and stormwater infiltration systems (other than those permitted under a Blanket Stormwater Management Permit).

c.) Exceptions: No Stormwater Permit shall be required for the following activities:

1. Repair or replacement of an existing roof of a single-family or duplex dwelling.
2. Maintenance of existing gardens or lawn areas associated with a single family or duplex dwelling.
3. The construction of any fence that will not alter existing terrain or drainage patterns.
4. Construction of utilities (gas, water, electric, telephone, etc.) other than drainage that will not alter terrain, ground cover, or drainage patterns.

TABLE 1 PROJECTS WHICH ALWAYS REQUIRE STORMWATER PERMITS	
1.	Stormwater discharges associated with Standard Industrial Classifications (NPDES stormwater permit program requirements apply)
2.	Auto salvage yards (e.g., auto recycler facilities)
3.	Auto fueling facilities (e.g., gas stations)
4.	Fleet storage areas (e.g., cars, buses, trucks, public works)
5.	Vehicle service, maintenance and equipment cleaning areas and business sites. This includes car dealerships
6.	Commercial parking lots with high intensity use. Such areas include fast-food restaurants, convenience stores, high-turnover (e.g., chain) restaurants, shopping centers and supermarkets
7.	Road salt storage areas
8.	Commercial nurseries and landscaping supply operations
9.	Metal rooftops, including roofs made from aluminum, tin, galvanized steel, copper, or rooftops that have been documented to contribute significant pollutant loads
10.	Outdoor storage and loading/unloading areas of hazardous substances
11.	SARA 312 generators (if materials or containers are exposed to rainfall)
12.	Marinas (including service, repainting, and hull maintenance areas)

d.) Certain projects may meet the requirements for Blanket Stormwater Management Permits (BSMP). The requirements for Blanket Stormwater Management Permits are outlined in Section 5 of these Rules and Regulations. The Stormwater Officer or any other designee of the Conservation Commission shall have the authority to issue any BSMP if the project in question meets the requirements of Section 5.

e.) An Emergency Stormwater Permit (ESP) may be issued in cases where a delay or failure to perform work poses an imminent danger to public health or safety. The Stormwater Officer or any member of the Conservation Commission may, in such individual's discretion, issue an ESP. Any person to whom an ESP is issued shall, prior to the next scheduled meeting of the Conservation Commission (or, in the Stormwater Officer's discretion, as soon as reasonably practical thereafter), submit the materials described in Section 6 with respect to any work permitted by such ESP. Each ESP shall be presented to the Conservation Commission for ratification.

SECTION 5. PROJECTS ELIGIBLE FOR A BLANKET STORMWATER MANAGEMENT PERMIT (BSMP)

a.) Blanket Stormwater Management Permits (BSMPs) shall cover certain types of projects associated with existing Single Family and Duplex dwellings listed in Table 2 Below, provided these projects meet all the requirements as outlined in this Section 5.

b.) If a project cannot meet each of the requirements set forth in this Section 5, then the project shall be filed under an application for a standard Stormwater Management Permit (SMP).

Dwelling (SFD) or Duplex House, providing that the following criteria are met:

5. A. Shed shall be constructed on a raised footing foundation. Area under shed shall remain a soil surface.
   B. Shed shall not be constructed on a concrete slab foundation. If a slab foundation is to be used, an SMP will be required for construction of the shed.

   Construction of a swimming pool associated with an existing Single Family Dwelling (SFD) or Duplex House, providing that the following criteria are met:

6. A. Pool water will not be discharged to a public street or into any Resource Area.
   B. A detailed plan shall be filed with the Conservation Commission showing the location of the proposed pool, accessory structures, including decks and sidewalks. The plan should also show or address discharge of water from the pool.

f.) Any applicant seeking a BSMP shall submit to the Stormwater Officer such information, plans, drawings, specifications, photographs, or other materials as the Stormwater Officer may require in order to determine the eligibility of the proposed work for a BSMP.

SECTION 6. STORMWATER MANAGEMENT PERMIT (SMP) SUBMITTAL REQUIREMENTS

a.) The application for a Stormwater Management Permit shall consist of submittal to the Stormwater Officer of a completed permit form and fees, plus any plans or documents explaining and detailing the proposed project. This application shall contain sufficient information for the Stormwater Officer and Commission to evaluate the environmental impact, and the effectiveness and acceptability of those measures proposed by the applicant for reducing adverse impacts from stormwater.

b.) The submitted plan and supporting documents shall contain all information listed in Section 7, Standards and Specifications for Stormwater Management Systems, as applicable, as well as any other information requested by the Stormwater Officer or Commission to evaluate the potential stormwater impacts of the project.

c.) The existing environmental and hydrological conditions of the site, proposed alterations of the site, and all proposed components of the drainage system and any measures for the detention, retention or infiltration of water, for the protection of water quality and protection from flooding, shall be described in detail with sufficient information to evaluate the proposed project.

d.) An erosion and sedimentation control plan shall be required as part of any filing under these Regulations. All projects proposing the alteration of 1/2 acre or more of surface area, shall require an expanded erosion control plan approved by the Stormwater Officer. The 1/2 acre area threshold includes areas that will be temporarily altered during the construction phase of the project, for such purposes as stockpiling of materials and equipment storage. Each erosion control plan shall include the following items:

1. Property lines.
2. Existing and proposed topography
3. Location of all existing and proposed buildings and impervious surfaces.
4. Location of all existing and proposed stormwater utilities, including structures, pipes, swales and detention basins.
5. Construction details for all erosion controls proposed to be utilized.
6. Information indicating when the erosion controls shall be installed.
7. The plan shall state who will be responsible for the weekly inspection and maintenance of the erosion controls.

e.) An Operation and Maintenance plan (O&M Plan) shall be required as part of any filing under these Regulations. Details relating to Operation and Maintenance plans are set forth in Section 9 of these Regulations.

f.) Where an applicant believes that the physical conditions of a site proposed for redevelopment or expansion make full compliance with the standards contained in Section 7 impractical, the application package shall contain a detailed narrative explaining why the specific performance standard cannot be met along with how failure to meet the performance standard could potentially impact stormwater runoff quality and quantity.

g.) Ten copies of the SMP and supporting documentation described in items a through d above.

h.) A filing fee per Section 12 of the Stormwater Management By-Law shall be paid at the time the application is filed with the Town. Additional review fees may be required as provided in Section 12 of these Regulations.

i.) Filing and action deadlines are outlined in Sections 4.d, e, and f of the Town of Dedham Stormwater Management By-Law.

j.) Failure to submit any of the foregoing materials or comply with any of the foregoing requirements shall be grounds for denial of any Stormwater Management Permit application..

	disturbance activities.
9.	All stormwater management systems must have an operation and maintenance plan to ensure that systems will function as designed.

f.) All proposed work for any project requiring an SMP shall be designed in accordance with the technical design criteria contained in the Dedham Drainage and Stormwater Design Standards.

g.) All proposed work for any project requiring an SMP shall be designed in accordance with the Best Management Practices described in Section 8 below

SECTION 8. BEST MANAGEMENT PRACTICES (BMPs)

a.) The Dedham Drainage and Stormwater Design Standards contains a list of BMPs that have been approved by the Town of Dedham. The applicant may propose alternative BMPs not listed in the Dedham Drainage and Stormwater Design Standards, subject to a full technical review and approval by the Stormwater Officer and Conservation Commission. The applicant shall be responsible for any technical costs incurred by the Commission for the review of alternative BMPs.

b.) Mitigation measures may be required, including but not limited to the following, in order to improve the quality of stormwater runoff or groundwater discharge:

1. Oil hoods in catch basins.
2. Oil and gasoline separation chambers in drainage systems prior to discharge into a resource area or drainage basin.
3. Use of salt alternatives for de-icing of roadways, sidewalks and parking areas.
4. Limiting the use of fertilizers or requiring the use of low nitrogen fertilizers.
5. Check dams in drainage swales to reduce the volume of suspended sediments.
6. "Wet" detention ponds to promote nutrient absorption.
7. Elimination and replacement of invasive plant species within wetland mitigation areas. Such species shall be those classified as invasive by the Massachusetts Department of Environmental Protection.
8. Minimizing the amount of impervious area on a site.
9. "Staged" detention pond systems to reduce the volume of suspended solids in runoff discharge by providing a multi-stage sedimentation system.
10. Velocity reduction devices on stormwater discharge pipes.
11. New technologies aimed at the reduction of stormwater and groundwater contamination.

SECTON 9. OPERATION AND MAINTENANCE PLAN (O&M Plan)

a.) All soil erosion and stormwater runoff control facilities and measures shall be maintained in accordance with permit conditions. The person(s) or organization (s) responsible for maintenance shall be designated in the permit application submitted to the Stormwater Officer. An Operation and Maintenance plan (O&M Plan) shall be required for all projects and should identify at a minimum:

1. Stormwater management system(s) owner(s) and emergency contact information.
2. The party or parties responsible for operation and maintenance. Maintenance agreements shall specify responsibilities for financing maintenance and emergency repairs. The Stormwater Officer or Conservation Commission shall make the final decision of what maintenance option is appropriate in a given situation. Natural features, proximity of site to lakes, streams and protected wetlands, extent of impervious surfaces, size of the site and potential need for ongoing maintenance activities will be considered when making
3. The types of maintenance tasks to be included in the O&M Plan include:
   A. Cleaning and removal and the disposal of sediments and other collected pollutants from the system.
   B. Emergency procedures appropriate for the site.

b.) Maintenance Schedule. Any project that involves the use of drainage structures, including swales and ponds, shall include a maintenance schedule as part of the O&M Plan.

1. Details of such a maintenance plan shall be incorporated onto the plans submitted to the Stormwater Officer.
2. Such maintenance plans shall be designed to ensure that Water Quality standards are met throughout the year.

SECTION 10. MEETINGS; PROCEDURAL REQUIREMENTS; ISSUANCE OR DENIAL OF PERMITS; BURDEN OF PROOF

a.) With respect to meeting and notice requirements, procedural requirements, issuance or denial of permits, burdens or proof, and the like, the Commission, the Stormwater Officer, and any applicant shall adhere to the applicable provisions in the Dedham Stormwater Management By-Law.

b.) If a project is determined to meet the standards for issuance of a Blanket Stormwater Management Permit as

issues. This fee shall be calculated at a rate of $115.00 per hour (or at such other rate as the Commission may determine).

e.) Also, the Commission is authorized to require an applicant to pay reasonable costs and expenses for certain activities which utilize the services of the Stormwater Officer as outlined in this section. This includes such activities as inquires concerning potential projects as well as site inspections not associated with a pending permit application. Examples of such items for which a fee may be required are included in Table 4B below.

TABLE 4B - EXAMPLE OF ACTIVITIES SUBJECT TO STORMWATER OFFICER CONSULTANT FEE ($30.00 per hour)	
	Activity
1.	Pre-filing meeting with Conservation Officer.
2.	Pre-filing site inspections requested by applicant or their agent.
3.	Pre-construction meeting requested by applicant or their agent.
4.	Additional Site Inspections beyond the normal 3 inspections (pre-construction, stormwater system construction, final project inspection) as well as more than 2 hours total inspection time.

f.) The Commission may require any applicant to pay an additional fee of $ 30.00 per hour for review, inspection and monitoring services for any project filing that requires an excess of two (2) hours of review, inspection, and monitoring time by the Stormwater Officer.

g.) Wetlands delineation and the verification of wetlands lines are subject to an additional fee of $75.00 per hour for the time spent by the Commission's consultant in the review of such items. This includes the verification of wetland lines to verify that the proposed project is not located in an area subject to jurisdiction under the Massachusetts Wetlands Protection Act or the Town of Dedham General Wetlands Protection Bylaw.

h.) Subject to applicable law, any unused portion of any fees collected shall be returned by the Commission to the applicant within forty-five calendar days of a written request by the applicant, unless the Commission decides in a public meeting that other action is necessary.

i.) The Engineering and Consultant Review fees collected under this section, shall be deposited in the revolving account authorized under Chapter 398 of the Acts of 1996. The Commission shall include a full accounting of the revolving account as part of its annual report to the Town.

SECTION 13. WAIVERS

a.) The Conservation Commission shall have the discretionary authority to grant waivers to any section of these Rules and Regulations.

b.) Any applicant may submit a written request to be granted such a waiver. Such a request shall be accompanied by an explanation or documentation supporting the waiver request and demonstrating that:

1. Strict application of the Rules and Regulations will result in an undue hardship.
   Substantially the same level of protection to the Resource Areas protected by the Town of Dedham
2. Stormwater Management Bylaw will be provided without strict application of the Rules and Regulations.

c.) All waiver requests shall be discussed and voted on at the public hearing for the project.

d.) If in the Commission's opinion, additional time or information is required for review of a waiver request, the Commission may request to continue a hearing to a date certain announced at the meeting. In the event the applicant objects to a continuance or postponement, or fails to provide requested information, the waiver request shall be denied.

END OF DEDHAM STORMWATER MANAGEMENT BYLAW RULES AND REGULATIONS

STORMWATER MANAGEMENT FORMS AND DOCUMENTS	
Form	Title
1	Stormwater Management Permit Application (SMP Application) Form filled out by project applicant
2	Stormwater Management Permit (SMP) Form issued by the Conservation Commission or Stormwater Officer
3	Blanket Stormwater Management Permit Application (BSMP) Form filled out by project applicant
4	Stormwater Management Compliance Certificate (SMCC) Form issued by the Conservation Commission

Rules And Regulations
of the
Dedham Planning Board
Governing the Subdivision of Land

Town of
DEDHAM
Massachusetts

Adopted by the Members of the Dedham Planning Board
Ralph I. Steeves, Chairman • Daniel B. Shapiro, Vice Chairman • John R. Bethoney, Clerk
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Standard Specifications.

c The requirements of the *Dedham Department of Public Works Design and Construction Standards.*

d In the case of conflict between the requirements of the *Standard Specifications* and the *Dedham Department of Public Works Design and Construction Standards*, the requirements of the *Dedham Department of Public Works Design and Construction Standards* shall govern.

3.4.20 Earthwork

a Subgrade preparation shall extend for the width of Full Depth Construction indicated in Figure 3-1.

b Clear and grub and remove all topsoil, organic materials, and other deleterious materials.

c Unsuitable materials below normal depth within the right-of-way shall be completely removed and replaced with sand-gravel borrow.

d All fill placed within the right of way shall be sand-gravel conforming to requirements of the *Dedham Department of Public Works Design and Construction Standards.*

e All fills, refills and backfills within the right-of-way and within utility trenches shall be placed in 1 foot lifts and compacted to not less than 95 percent of maximum dry density in accordance with requirements of the *Dedham Department of Public Works Design and Construction Standards.*

f All earthwork operations shall incorporate erosion and sedimentation controls as set forth in Section 4.7

3.5 BRIDGES

Bridges shall be designed in accordance with *Massachusetts Highway Department Bridge Design Manual* in force at the time of the filing of the application. The foundation design shall be prepared by a geotechnical Professional Engineer based upon site specific subsurface explorations. The bridge design documents shall be signed and sealed by a structural Professional Engineer registered in Massachusetts.

3.6 STORMWATER MANAGEMENT

3.6.1 General

a All storm drain systems and stormwater management facilities including detention basins, retention basins, and water quality basins shall conform to the *Dedham Drainage and Stormwater Design Standards.*

b All stormwater detention basins, retention basins, and water quality basins be located on separate parcels and not located within any lot.

c Stormwater runoff shall be collected and treated to abate contaminants. Discharges of untreated stormwater to on-site retention basins, watercourses or wetlands are prohibited.

storm specified hereinbefore and shall be configured to prevent surface flow across paved areas exceeding 150 feet in length

c Construction of the stormdrain system including methods of construction and quality of materials shall conform to all requirements of the Dedham Department of Public Works Design and Construction Standards, the *Dedham Drainage and Stormwater Design Standards,* the Dedham Department of Public Works, the Dedham Stormwater By-Law, and further to the requirements of the *Standard Specifications.*

3.6.7 Oil-Water Separators -- Oil-water separators shall be provided to treat the First Flush of Stormwater Runoff from all paved surfaces and shall conform to all requirements of the *Dedham Drainage and Stormwater Design Standards.*

3.6.8 Roofwater Recharge Facilities

a Subsurface roofwater leaching facilities shall be provided to recharge stormwater runoff from all building roofs and shall conform to all requirements of the *Dedham Drainage and Stormwater Design Standards.*

b Covenants running with the land shall be provided for all lots allowing inspection by agents of the Town and requiring proper construction, maintenance, repair and replacement of the roofwater collection and leaching facilities in perpetuity

3.6.9 First Flush Basins -- First flush basins shall be provided to hold the First Flush of Stormwater Runoff and shall conform to all requirements of the *Dedham Drainage and Stormwater Design Standards*

3.6.10 Detention and Retention Basins -- Detention and retention basins shall be constructed in accordance with all requirements of the *Dedham Drainage and Stormwater Design Standards.*

3.7 WATER DISTRIBUTION SYSTEM

3.7.1 General

a Water distribution system, including hydrant assemblies for fire protection shall be provided along all roadway segments and shall serve all subdivision lots.

b The location and layout of the water distribution system including all watermains and appurtenances shall conform to the Typical Roadway Section, Figure 3-1.

c Construction of water distribution system including methods of construction and quality of materials shall fully conform to all requirements of the Dedham-Westwood Water District and the *Dedham Department of Public Works Design and Construction Standards.*

3.7.2 Water Distribution Mains -- Water distribution mains shall be installed with a minimum 5 feet of cover and a maximum of 6 feet of cover.