Municipality/Organization: **City of Lawrence**

EPA NPDES Permit Number: MA041201

MassDEP Transmittal Number: **W-036114**

Annual Report Number & Reporting Period: **April 1, 2007 – March 31, 2008**

8 5/1/08

NPDES PII Small MS4 General Permit Annual Report
(Due: May 1, 2008)

Part I. General Information

Contact Person: Frank McCann Jr. Title: Director of Public Works

Telephone #: 978 – 620 - 3090 Email:

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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: Frank McCann Jr. (A.W.W.)

Printed Name: Frank McCann Jr.

Title: Director of Public Works

Date: 4-23-08

Part II. Self-Assessment

The CITY OF LAWRENCE has completed the required self – assessment and has determined that our municipality is in compliance with all permit conditions

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1-A	Classroom Education	DPW Recycling Coordinator	Raise awareness of youth	Grounworks Lawrence has stepped in with educational material and poster contests	Continue presentations
Revised					
1-B	Educational Displays	DPW Recycling Coordinator	Keep awareness up	Groundworks Lawrence promotes awareness in schools	Continue programs as long as funding allows
Revised					
1-C	Newspaper Articles	DPW	Clean up trouble spots and reduce pollution	Various service groups are uniting and organizing systematic clean ups on a regular basis from spring through fall	Continue to give support to these groups with gloves, tools and haul away collected materials
Revised					
1-D	Local Cable			Web site is up and running- improvements ongoing	Improve web site and keep it up to date
Revised	*Computer Network*	IT Dept	Another way to raise awareness		
1-E	Mailings			Non Profit agencies addressing the issue as a quality of life issue	No city produced mailing planned
Revised	*Privatized*				
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
2-A	Community Hotline			Hidden camera moved throughout city, public reporting increased	Continue outreach
Revised	*Inspectional services*	Inspectional services	Public Involvement		
2-B	Neighborhood Meetings	DPW	Public more aware and involved	Regular input from various neighborhood groups	Continue attending meetings
Revised					
Revised					
Revised					
Revised					
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
3-A	Mapping Outfalls			Mapping Completed	No Planned activity
Revised					
3-B	Illicit Discharges			NONE Found	Investigate any questionable flows
Revised					
Revised					
Revised					
Revised					
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
4-A	Site Plan Review	Engineering	Plans come with control in place	Consultants are automatically providing run off control where possible	Continue to advise control and recharge
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
5-A	Design Standards	Engineering	Control measures on all plans where applicable	Designers cooperating wherever possible	Continue dialogue with designers
Revised					
5-B	Final Inspection		Compliance with plans	Projects are building controls as per plans	Continue present process
Revised		Building Inspectors			
Revised					
Revised					
Revised					
Revised					

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6-A	Employee Training	DPW	Educate Employees	Material handled correctly, any spills are minor and correctly picked up.	Continue to review work practices and revise if needed
Revised					
6-B	Catch Basin Cleaning	DPW	Improve system functioning	Cleaning is on regular schedule except for Winter months	Continue schedule
Revised	*Material disposed of by private contractor*				
6-C	Street Sweeping	DPW	Reduce load on system	Sweeping is year round weather permitting. Regular daily routes are followed. Vacuum sweeper gets loose trash.	Revise program as needed
Revised	*Material disposed of by private contractor*				
Revised					
Revised					
Revised					

6a. Additions

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) *<<if applicable>>*

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

(Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering April 1, 2006 through March 31, 2007)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures **	($)	
Total program expenditures since beginning of permit coverage	($)	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	40%
Stormwater management committee established	(y/n)	N
Stream teams established or supported	(# or y/n)	Y
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	Y
Shoreline cleaned since beginning of permit coverage	(mi.)	1mi per yr
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	12
▪ community participation **	(# or %)	380
▪ material collected **	(tons or gal)	See below
School curricula implemented	(y/n)	N
32 batteries,30 tires,66 crt,354 gal oil,227 gal paint,25 propane tanks,26 gal anti freeze,12 thermometer, 1 thermostat,58 fluorescent lights		

Legal/Regulatory

	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
Regulatory Mechanism Status (indicate with "**X**")					
▪ Illicit Discharge Detection & Elimination		X			
▪ Erosion & Sediment Control		X			
▪ Post-Development Stormwater Management		X			
Accompanying Regulation Status (indicate with "**X**")					
▪ Illicit Discharge Detection & Elimination		X			
▪ Erosion & Sediment Control		X			
▪ Post-Development Stormwater Management		X			

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	100%
Estimated or actual number of outfalls	(#)	106
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100%
Mapping method(s)		
▪ Paper/Mylar	(%)	100%
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened **	(# or %)	100
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	100
Illicit discharges identified **	(#)	0
Illicit discharges identified (Since beginning of permit coverage)	(#)	0
Illicit connections removed **	(#); and (est. gpd)	0
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	0
% of population on sewer	(%)	100%

% of population on septic systems	(%)	0

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	0
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100
Site inspections completed **	(# or %)	100
Tickets/Stop work orders issued **	(# or %)	0
Fines collected **	(# and $)	0
Complaints/concerns received from public **	(#)	0

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100
Site inspections (for proper BMP installation & operation) completed **	(# or %)	100
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	N
Low-impact development (LID) practices permitted and encouraged	(y/n)	Y

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	1/YR
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	1/YR
Qty of structures cleaned **	(#)	1600
Qty. of storm drain cleaned **	(%, LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	611.71 Ton
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Landfill

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	($)	
• Hourly or per basin contract rate **	($/hr or $ per basin)	
• Disposal cost**	($)	$50,000
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	1 owned
• Vacuum truck(s) owned/leased	(#)	
• Vacuum trucks specified in contracts	(y/n)	
• % Structures cleaned with clam shells **	(%)	100
• % Structures cleaned with vactor **	(%)	

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	Wkly/ 8 mo.
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	Daily/ 8 mo.
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	1,086.76 Ton
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Landfill
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	($)	
• Hourly or lane mile contract rate **	($/hr. or ln mi.)	
• Disposal cost**	($)	$50,000
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	3 owned
• Vacuum street sweepers owned/leased	(#)	
• Vacuum street sweepers specified in contracts	(y/n)	
• % Roads swept with rotary brush sweepers **	%	100
• % Roads swept with vacuum sweepers **	%	

Reduction (since beginning of permit coverage) in application on public land of: ("N/A" = never used; "100%" = elimination)

▪ Fertilizers	(lbs. or %)	3000 lbs.
▪ Herbicides	(lbs. or %)	N/A
▪ Pesticides	(lbs. or %)	N/A
Integrated Pest Management (IPM) Practices Implemented	(y/n)	Y

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used ** (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	73% 27%
Pre-wetting techniques utilized **	(y/n or %)	N
Manual control spreaders used **	(y/n or %)	Y
Zero-velocity spreaders used **	(y/n or %)	Y
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	-23%
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	+6%
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100
Storage shed(s) in design or under construction	(y/n or #)	N
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Y

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	N
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	N/A
• Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	N/A