



**BRP WM 08A NPDES Stormwater General Permit**

Transmittal Number

**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:

Concord Public Works

Name

John Woodsmall, Public Works Engineer.

Owner Representative/SWPPP Coordinator

133 Keyes Road

Mailing Address

Concord

City/Town

(978) 318-3206

Telephone Number

MA

State

jwoodsmall@concordnet.org

Email (if available)

2. Municipality Name

Town of Concord

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 Route 2; Massachusetts Highway Route 2A; Massachusetts Reformatory (Mass. Department of Corrections); Hanscom Field

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



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**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
Assabet River Name	14 Number	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Nutrients, Organic Enrichment, Pathogens Specify
Sudbury River Name	4 Number	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Metals Specify
Warner's Pond Name	6 Number	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Metals, Noxious Aquatic Plants, Exotic Species Specify
Mill Brook Name	13 Number	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Specify
Wetlands tributary to Bateman's Pond Name	3 Number	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Specify
Kennedy's Pond Name	6 Number	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Specify
Great Meadows Name	8 Number	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Specify
Spencer Brook Name	1 Number	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Specify
Jennie Dugan Creek Name	11 Number	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Specify
Elm Brook Name	2 Number	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Specify
Second Division Brook Name	2 Number	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Specify
Name	Number	<input type="checkbox"/> Yes <input type="checkbox"/> No	Specify
Name	Number	<input type="checkbox"/> Yes <input type="checkbox"/> No	Specify
Name	Number	<input type="checkbox"/> Yes <input type="checkbox"/> No	Specify
Name	Number	<input type="checkbox"/> Yes <input type="checkbox"/> No	Specify
Name	Number	<input type="checkbox"/> Yes <input type="checkbox"/> No	Specify



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**D. Stormwater Management Program Summary**

1. Public Education:

<p><u>1</u> BMP ID #</p> <p><u>Stormwater information page on Town of Concord website.</u> Specify Best Management Practice</p>	<p><u>Concord Public Works (CPW)</u> Responsible Dept./Person Name</p>	<p><u>Creation of website by end of year one.</u> Specify Measurable Goal</p>
<p><u>2</u> BMP ID #</p> <p><u>Provide annual stormwater informational bill inserts.</u> Specify Best Management Practice</p>	<p><u>CPW</u> Responsible Dept./Person Name</p>	<p><u>Annual bill inserts to Water and Sewer customers.</u> Specify Measurable Goal</p>
<p><u>3</u> BMP ID #</p> <p><u>Household hazardous waste collection days.</u> Specify Best Management Practice</p>	<p><u>CPW</u> Responsible Dept./Person Name</p>	<p><u>Hold twice a year, every year.</u> Specify Measurable Goal</p>
<p><u>4</u> BMP ID #</p> <p><u>Provide stormwater information to businesses.</u> Specify Best Management Practice</p>	<p><u>CPW</u> Responsible Dept./Person Name</p>	<p><u>Provide yearly, jointly with business recycling mailings.</u> Specify Measurable Goal</p>
<p><u>5</u> BMP ID #</p> <p><u>Provide informational brochures on recycling, household hazardous materials, composting, and water conservation.</u> Specify Best Management Practice</p>	<p><u>CPW</u> Responsible Dept./Person Name</p>	<p><u>Maintain at Town House and CPW Administrative building.</u> Specify Measurable Goal</p>
<p><u>6</u> BMP ID #</p> <p><u>Hold "Conservation Coffees", informational and idea exchange sessions regarding maintenance of environmental quality.</u> Specify Best Management Practice</p>	<p><u>Natural Resource Commission (NRC)</u> Responsible Dept./Person Name</p>	<p><u>Hold monthly.</u> Specify Measurable Goal</p>
<p><u>7</u> BMP ID #</p> <p><u>Provide informational brochures: Concord's Wetlands, Floodplains, &amp; Riverfronts; Conservation Land Guide; Open Space Plan; and Concord's Mill Brook: Flowing Through Time.</u> Specify Best Management Practice</p>	<p><u>NRC</u> Responsible Dept./Person Name</p>	<p><u>Maintain at Town House and NRC office.</u> Specify Measurable Goal</p>



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**D. Stormwater Management Program Summary (Cont.)**

8

BMP ID #

Maintain affiliations with public conservation groups (Green People, Mill Brook Task Force, Heywood Meadow Steward-Ship Committee, Mattison Field Stewardship Committee, Open Space Task Force, Walden Keeping Track, White's Pond Advisory Committee, Warner's Pond Advisory Committee.

Specify Best Management Practice

NRC

Responsible Dept./Person Name

Maintain affiliations.

Specify Measurable Goal

**2. Public Participation:**

9

BMP ID #

Provide logistical support to river, etc. clean-up days.

Specify Best Management Practice

CPW/NRC

Responsible Dept./Person Name

Provide support once a year, on average.

Specify Measurable Goal

10

BMP ID #

Tag catch basins draining to Mill Brook.

Specify Best Management Practice

NRC

Responsible Dept./Person Name

Tag 100% of catch basins to Mill Brook by end of year 1.

Specify Measurable Goal

**3. Illicit Discharge Detection and Elimination:**

11

BMP ID #

Create GIS based Drainage Map of entire Town.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

Create by year 2, maintain and update as needed.

Specify Measurable Goal

12

BMP ID #

Town of Concord Public Storm Drainage Connection Policy

Specify Best Management Practice

CPW

Responsible Dept./Person Name

In place; Enforce at all times.

Specify Measurable Goal

13

BMP ID #

Develop system to locate priority areas of illicit conn.'s

Specify Best Management Practice

CPW

Responsible Dept./Person Name

System in place by end of year 2.

Specify Measurable Goal

14

BMP ID #

Develop procedure for tracing source of illicit conn.'s

Specify Best Management Practice

CPW

Responsible Dept./Person Name

System in place by end of year 3.

Specify Measurable Goal



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**D. Stormwater Management Program Summary (Cont.)**

15

BMP ID #

Develop procedure for removing source of illicit/illegal discharges.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

System in place by end of year 4.

Specify Measurable Goal

16

BMP ID #

Develop procedure for evaluating the progress of the programs.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

System in place by end of year 4.

Specify Measurable Goal

17

BMP ID #

Implement BMPs 13-16.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

Begin implementation by start of year 2.

Specify Measurable Goal

18

BMP ID #

Develop Wastewater Master Plan.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

Complete creation by end of year 1.

Specify Measurable Goal

**4. Construction Site Runoff Control:**

19

BMP ID #

All projects required to file MA DEP Stormwater Mgmt. form.

Specify Best Management Practice

20

BMP ID #

Sediment and Erosion Control by-law for all construction.

Specify Best Management Practice

NRC

Responsible Dept./Person Name

100% Compliance for all work within Wetland Districts.

Specify Measurable Goal

Planning Division (PD)

Responsible Dept./Person Name

Ordinance approved and in force by end of Year 2.

Specify Measurable Goal

21

BMP ID #

Site plan reviews.

Specify Best Management Practice

PD, NRC, CPW

Responsible Dept./Person Name

All site plans reviewed for water quality concerns.

22

BMP ID #

Public input on all proposed projects subject to local regulations.

Specify Best Management Practice

PD, NRC

Responsible Dept./Person Name

PB, ZBA, & NRC allow public comment on regulated projects.

Specify Measurable Goal



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<p><u>23</u> BMP ID # Site inspection of construction projects. Specify Best Management Practice</p>	<p><u>Building Inspector (BI)</u> Responsible Dept./Person Name</p>	<p>100% of construction sites receive a periodic visit by end of year 2. Specify Measurable Goal</p>
<p><u>24</u> BMP ID # All work within the public right of way is inspected to prevent erosion and sedimentation from washing in to the public way. Specify Best Management Practice</p>	<p><u>CPW</u> Responsible Dept./Person Name</p>	<p>Minimize erosion and sedimentation from construction sites onto the public way. Specify Measurable Goal</p>
<p><u>25</u> BMP ID # Storm water pollution prevention training provided to Town's inspectors of construction sites. Specify Best Management Practice</p>	<p><u>CPW/BI/NRC</u> Responsible Dept./Person Name</p>	<p>Pertinent employees receive storm water training upon completion of erosion control by-law. Specify Measurable Goal</p>
<p>5. Post Construction Runoff Control:</p>		
<p><u>26</u> BMP ID # MADEP Stormwater Standards 2,3,4 and 7. Specify Best Management Practice</p>	<p><u>NRC</u> Responsible Dept./Person Name</p>	<p>100% Compliance for all work within wetlands jurisdiction. Specify Measurable Goal</p>
<p><u>27</u> BMP ID # Pre-construction review of regulated developments. Specify Best Management Practice</p>	<p><u>NRC/PD/CPW</u> Responsible Dept./Person Name</p>	<p>100% of proposed regulated projects reviewed. Specify Measurable Goal</p>
<p><u>28</u> BMP ID # Massachusetts Wetland Protection Act. Specify Best Management Practice</p>	<p><u>NRC</u> Responsible Dept./Person Name</p>	<p>100% of projects within wetland jurisdiction areas reviewed and permitted under the Act. Specify Measurable Goal</p>
<p><u>29</u> BMP ID # Inspection of regulated subdivisions. Specify Best Management Practice</p>	<p><u>NRC/CPW</u> Responsible Dept./Person Name</p>	<p>100% of regulated subdivisions inspected to ensure proper construction of environmental protections and drainage utilities. Specify Measurable Goal</p>



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<p><u>30</u> BMP ID # Recommended list of BMPs to be used in new construction to be developed and provided to potential developers. Specify Best Management Practice</p>	<p><u>NRC/PD/CPW</u> Responsible Dept./Person Name</p>	<p><u>By end of year 2, a list has been developed as guidance.</u> Specify Measurable Goal</p>
<p><u>31</u> BMP ID # Subdivision Rules &amp; Regulations; Storm Drainage Requirements Specify Best Management Practice</p>	<p><u>PD/CPW</u> Responsible Dept./Person Name</p>	<p><u>Completed, evaluate yearly for effectiveness</u> Specify Measurable Goal</p>
<p>6. Municipal Good Housekeeping:</p>		
<p><u>32</u> BMP ID # Cleaning of catch basins. Specify Best Management Practice</p>	<p><u>CPW</u> Responsible Dept./Person Name</p>	<p><u>25% of basins cleaned each year.</u> Specify Measurable Goal</p>
<p><u>33</u> BMP ID # Annual street sweeping. Specify Best Management Practice</p>	<p><u>CPW</u> Responsible Dept./Person Name</p>	<p><u>100% of streets are swept of sand and sediments yearly.</u> Specify Measurable Goal</p>
<p><u>34</u> BMP ID # Central Business District (CBD) street sweeping. Specify Best Management Practice</p>	<p><u>CPW</u> Responsible Dept./Person Name</p>	<p><u>CBD swept weekly, weather permitting, April to November.</u> Specify Measurable Goal</p>
<p><u>35</u> BMP ID # Sewer main and manhole cleanings go to WWTP. Specify Best Management Practice</p>	<p><u>CPW</u> Responsible Dept./Person Name</p>	<p><u>All cleanings are disposed of at WWTP.</u> Specify Measurable Goal</p>
<p><u>36</u> BMP ID # Composting facility, open to public, accepts used paint. Specify Best Management Practice</p>	<p><u>CPW</u> Responsible Dept./Person Name</p>	<p><u>Open to public once a week from April through November.</u> Specify Measurable Goal</p>
<p><u>37</u> BMP ID # Member of Minuteman Regional Household Hazardous Waste Facility. Specify Best Management Practice</p>	<p><u>Board of Health (BOH)</u> Responsible Dept./Person Name</p>	<p><u>Maintain membership in this regional facility.</u> Specify Measurable Goal</p>



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38

BMP ID #

CPW drainage maintenance within the right of way controlled by Drainage Maintenance Permit, issued by the NRC.

Specify Best Management Practice

NRC/CPW

Responsible Dept./Person Name

Meet terms and conditions of permit.

Specify Measurable Goal

39

BMP ID #

Storm Water Pollution Prevention Plan (SWPPP) and Integrated Contingency Plan (ICP) in place and in effect for CPW facility.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

Maintain ICP and SWPPP, review and update as needed.

Specify Measurable Goal

40

BMP ID #

CPW operation employees receive storm water, spill control and prevention, and wetlands training.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

100% of operations employees receive training.

Specify Measurable Goal

41

BMP ID #

Drainage system mapping and GIS system will be used to optimize catch basin cleaning program.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

By year 5, catch basin cleaning program has been optimized.

Specify Measurable Goal

42

BMP ID #

Use GIS/Drainage system inventory/mapping to identify catch basins in poor condition and then repair and/or retrofit those basins.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

Remove/Retrofit/Repair at least 5 catch basins a year, beginning in year 1.

Specify Measurable Goal

**7. BMPs for Meeting TMDL:**

43

BMP ID #

NRC Order of Conditions, Special Condition #27, prohibits use of herbicides, pesticides, or fertilizers within all resource areas.

Specify Best Management Practice

NRC

Responsible Dept./Person Name

In place, will enforce at all times.

Specify Measurable Goal





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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.

Christopher Whelan, Town Manager  
Printed Name

Signature

Date

2/19/04

