



# Hand-enter Your Transmittal Number

W 041202  
Transmittal Number

~~MA R042007~~

AH

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 Stormwater Phase II  
Permit Code: 7 or 8 character code from permit instructions Name of Permit Category  
5 Year Permit  
Type of Project or Activity

### B. Applicant Information - Firm or Individual

Department of Correction  
Name of Firm - Or, if party needing this approval is an individual enter name below:  
Last Name of Individual First Name of Individual MI  
50 Maple Street  
Street Address  
Milford MA 01757 508 422-3368  
City/Town State Zip Code Telephone # and extension  
 Jeffrey J. Quick, A.I.A.  
Contact Person e-mail address (optional)

### C. Facility, Site or Individual Requiring Approval

North Central Correctional Institute  
Name of Facility, Site or Individual DEP Facility Number (if Known) Federal I.D. Number (if Known)  
Chapel Street  
Street Address e-mail address (optional)  
Gardner MA 01440  
City/Town State Zip Code Telephone # and extension

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

\_\_\_\_\_  
Name of Firm Or Individual  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
City/Town State Zip Code Telephone # and extension  
\_\_\_\_\_  
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 EOE file number - assigned when an Environmental Notification Form is submitted to the MEPA unit: EOE 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
_____	_____	_____
_____	_____	_____

### F. Amount Due

#### Special Provisions:

- Fee Exempt\* (city, town or municipal housing authority) (state agencies \$100 or less)
- Hardship Request - payment extensions according to 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

AUG 04 2003  
MUNICIPAL ASSISTANCE UNIT



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

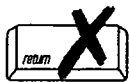
W 041202  
Transmittal Number

**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:

Department of Correction  
Name  
50 Maple Street  
Mailing Address  
Milford MA  
City/Town State  
508 422-3300  
Telephone Number Email (if available)

2. Municipality Name

North Central Correctional Center - Chapel Street, Gardner  
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:

NA This NOI is for a Correctional Institution and not a municipality

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

AUG 04 2003

**MUNICIPAL ASSISTANCE UNIT**





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

W 041202  
 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)

**D. Stormwater Management Program Summary**

1. Public Education:

<u>1</u> BMP ID # <u>Publicize/Present SWProgram</u> Specify Best Management Practice	<u>DOC/DRM</u> Responsible Dept./Person Name	<u>Publicize and Present Program</u> Specify Measurable Goal
<u>2</u> BMP ID # <u>Distribute Printed Materials</u> Specify Best Management Practice	<u>DOC/DRM</u> Responsible Dept./Person Name	<u>Prepare, Distribute Brochures</u> Specify Measurable Goal
<u>3</u> BMP ID # <u>Intranet Site Postings</u> Specify Best Management Practice	<u>DOC/DRM</u> Responsible Dept./Person Name	<u>Create and Post Materials</u> Specify Measurable Goal
<u>4</u> BMP ID # <u>Stenciling</u> Specify Best Management Practice	<u>DOC/DRM</u> Responsible Dept./Person Name	<u>Goal 20% CB stenciled annual</u> Specify Measurable Goal
_____ BMP ID # _____ Specify Best Management Practice	_____ Responsible Dept./Person Name	_____ Specify Measurable Goal

2. Public Participation:

<u>5</u> BMP ID # <u>Form Stormwater Committee</u> Specify Best Management Practice	<u>DOC/DRM</u> Responsible Dept./Person Name	<u>Form Comm. Meet, Document</u> Specify Measurable Goal
<u>6</u> BMP ID # <u>Provide Oppor. Staff Input</u> Specify Best Management Practice	<u>DOC/DRM</u> Responsible Dept./Person Name	<u>Solicit Input, Implement Ideas</u> 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





**BRP WM 08A NPDES Stormwater General Permit**  
**Notice of Intent for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)**

Facility ID (if known)

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

5. Post Construction Runoff Control:

<u>12</u> BMP ID #	<u>DOC/DRM</u> Responsible Dept./Person Name	<u>Annual Inspect. and Repairs</u> Specify Measurable Goal
<u>Post Construction Activities</u> Specify Best Management Practice		
<u>BMP ID #</u>	<u>Responsible Dept./Person Name</u>	<u>Specify Measurable Goal</u>
<u>Specify Best Management Practice</u>		
<u>BMP ID #</u>	<u>Responsible Dept./Person Name</u>	<u>Specify Measurable Goal</u>
<u>Specify Best Management Practice</u>		
<u>BMP ID #</u>	<u>Responsible Dept./Person Name</u>	<u>Specify Measurable Goal</u>
<u>Specify Best Management Practice</u>		
<u>BMP ID #</u>	<u>Responsible Dept./Person Name</u>	<u>Specify Measurable Goal</u>
<u>Specify Best Management Practice</u>		

6. Municipal Good Housekeeping:

<u>13</u> BMP ID #	<u>DOC/DRM</u> Responsible Dept./Person Name	<u>Complete in first year of permit</u> Specify Measurable Goal
<u>Develop O&amp;M Plan</u> Specify Best Management Practice		
<u>14</u> BMP ID #	<u>DOC/DRM</u> Responsible Dept./Person Name	<u>Complete in year 2 of permit</u> Specify Measurable Goal
<u>Execute O&amp;M Plan</u> Specify Best Management Practice		
<u>15</u> BMP ID #	<u>DOC/DRM</u> Responsible Dept./Person Name	<u>Reevaluate in years 4 and 5</u> Specify Measurable Goal
<u>Long Term Planning</u> Specify Best Management Practice		
<u>BMP ID #</u>	<u>Responsible Dept./Person Name</u>	<u>Specify Measurable Goal</u>
<u>Specify Best Management Practice</u>		
<u>BMP ID #</u>	<u>Responsible Dept./Person Name</u>	<u>Specify Measurable Goal</u>
<u>Specify Best Management Practice</u>		



**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)**

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Facility ID (if known)

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

7. BMPs for Meeting TMDL:

NA  
 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
BMP ID #		
Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
BMP ID #		

**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.

JEFFREY J. QUINN, AIA - DIRECTOR

Printed Name

Signature

Date 07/30/03

## NPDES Stormwater Phase II – Guidance for Meeting Endangered Species Eligibility

Verified United States Fish and Wildlife Service (US FWS) and/or National Marine Fisheries

Both of these sources identified both the short-nose sturgeon and dwarf wedge mussels as being specifically identified as needing protection. These two species are specifically found in a marine habitat.

None of the prisons managed by the Department of Correction have discharges which directly enter coastal waters, or enter fresh water wetlands or water bodies that directly discharge into coastal water.

According to the USFWS the entire list of protected (listed as threatened or endangered) are listed below.

Massachusetts -- 24 listings Status E – Endangered T Threatened

### Animals -- 21

Status E – Endangered T Threatened

- E Beetle, American burying (*Nicrophorus americanus*)
- T Eagle, bald (lower 48 States) (*Haliaeetus leucocephalus*)
- T Plover, piping (except Great Lakes watershed) (*Charadrius melodus*)
- E Puma (=cougar), eastern (*Puma (=Felis) concolor cougar*)
- E Sea turtle, hawksbill (*Eretmochelys imbricata*)
- E Sea turtle, Kemp's ridley (*Lepidochelys kempii*)
- E Sea turtle, leatherback (*Dermochelys coriacea*)
- T Sea turtle, loggerhead (*Caretta caretta*)
- E Sturgeon, shortnose (*Acipenser brevirostrum*)
- E Tern, roseate (northeast U.S. nesting pop.) (*Sterna dougallii dougallii*)
- T Tiger beetle, northeastern beach (*Cicindela dorsalis dorsalis*)
- T Tiger beetle, Puritan (*Cicindela puritana*)
- T Turtle, bog (=Muhlenberg) (northern) (*Clemmys muhlenbergii*)
- E Turtle, Plymouth redbelly (*Pseudemys rubriventris bangsi*)
- E Wedgemussel, dwarf (*Alasmidonta heterodon*)
- E Whale, blue (*Balaenoptera musculus*)
- E Whale, finback (*Balaenoptera physalus*)
- E Whale, humpback (*Megaptera novaeangliae*)
- E Whale, right (*Balaena glacialis (incl. australis)*)
- E Whale, Sei (*Balaenoptera borealis*)
- T Wolf, gray Eastern Distinct Population Segment (*Canis lupus*)

### Plants -- 3

- E Gerardia, sandplain (*Agalinis acuta*)
- T Pogonia, small whorled (*Isotria medeoloides*)
- E Bulrush, Northeastern (*Scirpus ancistrochaetus*)



Sources for preparation of this Notice of Intent

Department of Environmental Protection Home page for Stormwater

<http://www.state.ma.us/dep/brp/stormwtr/stormhom.htm>

Link to DEP website Stormwater Management Information

<http://www.state.ma.us/dep/brp/stormwtr/stormpub.htm>

**STORM WATER MANAGEMENT PROGRAM SUMMARY**

MA Transmittal No. W041202

Name: Gardner

EPA No. \_\_\_\_\_

Date: 07/28/03

BMP ID	BMP	Responsible Dept./Person	Measurable Goal
<b>Minimum Control Measure 1: Public Education</b>			
1	Publicize the Stormwater Program	Division of Resource Management	Present to the management and staff (including administrative, maintenance and correctional staff) at various meetings the DOC's Comprehensive Stormwater Management Program. Goal -Present program, track attendees, meetings, information covered, and solicit feedback.
2	Distribute printed materials	Division of Resource Management	Distribute EPA and other relevant educational brochures to targeted audiences (DOC staff). Distribution points include staff rooms, meeting rooms and other common places. Goal - prepare and distribute brochures, conduct awareness training and solicit feedback.
3	Create Intranet Materials and Post	Division of Resource Management	Post links to DOC's Stormwater Management program, stormwater BMPs and other water quality education resources, including the EPA and DEP informational links on its Intranet Website. Goal - Post on intranet and periodically update.
4	Storm drain stenciling	Division of Resource Management	Stenciling will be completed at all catch basins except where in conflict with security. Goal - Annually identify 20% of the catch basins and complete stenciling. Conduct periodic inspections and provide information on stenciling program as required.

**STORM WATER MANAGEMENT PROGRAM SUMMARY**

MA Transmittal No. \_\_\_\_\_

W041202

Name: Gardner

EPA No. \_\_\_\_\_

Date: 07/28/03

BMP ID	BMP	Responsible Dept./Person	Measurable Goal
<b>Minimum Control Measure 2: Public Participation</b>			
5	Form a Stormwater Committee / Work Group	Division of Resource Management	Form a Department-wide committee for input to this program. Goal : Form Committee and meet every six months.
6	Provide opportunity for staff input.	Division of Resource Management	Include announcements on Intranet, solicit ideas by way of a "suggestion box," include notices with paychecks and post notices in meeting rooms. Goal- Create multiple means of soliciting feedback from DOC staff. Discuss ideas in Stormwater Committee and implement as necessary.
BMP ID	BMP	Responsible Dept./Person	Measurable Goal
<b>Minimum Control Measure 3: Illicit Discharge Detection and Elimination</b>			
7	Complete Mapping	Division of Resource Management	Map all outfalls and receiving bodies of water. Goal - Complete mapping of all DOC facilities and prepare plans of drainage infrastructure. Complete mapping within first year of permit.
8	Conduct Dry Weather and Wet Weather Surveys	Division of Resource Management	Conduct Survey of illicit discharges. Goal - To be conducted in years 2 and 3 of permit.
9	Correct Problem	Division of Resource Management	Procure funding and make necessary repairs within 1 year of finding deficiency. Goal - Remedy within one year.
10	Develop Policy for Enforcement	Division of Resource Management	Prepare internal policy for enforcement of illicit discharges. Goal - Prepare policy. To be reviewed and amended as needed annually after first year of permit.

**STORM WATER MANAGEMENT PROGRAM SUMMARY**

MA Transmittal No. W041202

Name: Gardner

EPA No. \_\_\_\_\_

Date: 07/28/03

BMP ID	BMP	Responsible Dept./Person	Measurable Goal
<b>Minimum Control Measure 4: Construction Site Runoff Control</b>			
11	Storm water management regulations for construction sites, (as required) sites, for disturbed areas of 1 acre or larger.	Division of Resource Management	No construction project with an area of greater than one acre is anticipated within the next five years. DOC will continue to adhere to applicable regulations administered by the local conservation commissions and the DEP. Goal - Ensure any proposed work is in compliance with regulations. Monitor as necessary.
BMP ID	BMP	Responsible Dept./Person	Measurable Goal
<b>Minimum Control Measure 5: Post Construction Runoff Control</b>			
12	Require post-construction run-off controls. Review existing storm drainage infrastructure.	Division of Resource Management	Formalize a program to inspect existing catch basins and other drainage infrastructure. The program will include a systematic review of drains, prioritization of repairs and improvements as required. Goal - Conduct inspections of existing catch basins and drainage structures on an annual basis. Make repairs in a timely manner.
<b>Minimum Control Measure 6: Municipal Good Housekeeping</b>			
13	Develop an Operations and Maintenance Plan	Division of Resource Management	Using guidelines, regulations and recommendations from DEP and EPA sources. Develop an operations and maintenance plan to include proper disposal of street sweepings, catch basin cleanout, snow disposal, roadway de-icing procedures, vehicle washing, and outside storage of materials. Goal - To be completed in first year of program. Periodic review and update as needed.
14	Execution of Operations and Maintenance Plan	Division of Resource Management	Execute O & M Plan. Goal - Start implementing in year 2 of Permit
15	Identify applicable, structural and non-structural long-term run-off control strategies BMPs	Division of Resource Management	Facility will review and implement necessary recommendations to maintain compliance with the Stormwater Management Plan. Goal - Conduct reviews in years four and five and implement changes as necessary.

