Hand-enter Your Transmittal Number → W 035921

Your unique Transmittal Number can be accessed online: http://www.state.ma.us/scripts/dep/trasmfrm.htm or call DEP’s InfoLine at 617-339-2255 or 800-462-0444 (from 508, 781, and 978 area codes).

Massachusetts Department of Environmental Protection

Transmittal Form for Permit Application and Payment

A. Permit Information

BRPVM08A

NPDES Stormwater General Permit NOI

Permit Code: 7 or 8 character code from permit instructions

Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

Type of Project or Activity

B. Applicant Information – Firm or Individual

Town of Northborough

Name of Firm - Or, if party needing this approval is an individual enter name below:

Last Name of Individual

First Name of Individual

MI

63 Main Street

Street Address

Northborough

City/Town

Frederic E. Litchfield, Town Engineer

Contact Person

e-mail address (optional)

MA 01532

State

Zip Code

(508) 393-5015

Telephone # and extension

C. Facility, Site or Individual Requiring Approval

Town of Northborough

Name of Facility, Site or Individual

63 Main Street

Street Address

Northborough

City/Town

DEP Facility Number (if Known)

Federal I.D. Number (if Known)

(508) 393-5015

Telephone # and extension

e-mail address (optional)

MA 01532

State

Zip Code

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

Weston & Sampson

Name of Firm Or Individual

Five Centennial Drive

Address

Peabody

City/Town

John Meader

Contact Person

MA 01960-7985

State

Zip Code

(978) 532-1900

Telephone # and extension

e-mail address (optional)

E. Permit - Project Coordination

Is this project subject to MEPA review? ☐ yes ☑ no If yes, enter the project’s EOA file number - assigned when an Environmental Notification Form is submitted to the MEPA unit: EOA file number

Is an Environmental Impact Report Required? ☐ 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 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 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

transmittal form doc rev 5/03
A. Instructions

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:
   Frederic E. Litchfield, Jr., P.E., Town Engineer
   Name
   63 Main Street
   Mailing Address
   Northborough MA 01532
   City/Town State
   (508) 393-5015
   Telephone Number
   fiitchfield@town.northborough.ma.us
   Email (if available)

2. Municipality Name
   Town of Northborough, Massachusetts
   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:
   Mass State Highways (Rte. 20, Rte. 290, Rte 9), MassHighway Depot (at Rtes 9 & 20), Westborough State Hospital.

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

See Page 10 of Narrative
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)

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  - [x] pending  - [ ] no

Note: 
Section C may be duplicated to accommodate a larger list of receiving waters

<table>
<thead>
<tr>
<th>Receiving Water</th>
<th>No. of Outfalls</th>
<th>Listed as Impaired?</th>
<th>Impairment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assabet River Name</td>
<td>Unknown Number</td>
<td>[x] Yes  [ ] No</td>
<td>Metals, nutrients, pathogens, organic enrichment/low DO Specify</td>
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<tr>
<td>Bartlett Pond Name</td>
<td>Unknown Number</td>
<td>[ ] Yes  [x] No</td>
<td>Specify</td>
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<tr>
<td>Cold Harbor Brook Name</td>
<td>Unknown Number</td>
<td>[ ] Yes  [x] No</td>
<td>Specify</td>
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<tr>
<td>Coolidge Brook Name</td>
<td>Unknown Number</td>
<td>[ ] Yes  [x] No</td>
<td>Specify</td>
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<td>Howard Brook Name</td>
<td>Unknown Number</td>
<td>[ ] Yes  [x] No</td>
<td>Specify</td>
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<td>Little Chauncy Pond Name</td>
<td>Unknown Number</td>
<td>[ ] Yes  [x] No</td>
<td>Specify</td>
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<tr>
<td>Solomon Pond Name</td>
<td>Unknown Number</td>
<td>[ ] Yes  [x] No</td>
<td>Specify</td>
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<td>Smith Pond Name</td>
<td>Unknown Number</td>
<td>[ ] Yes  [x] No</td>
<td>Specify</td>
</tr>
<tr>
<td>Stirrup Brook Name</td>
<td>Unknown Number</td>
<td>[ ] Yes  [x] No</td>
<td>Specify</td>
</tr>
</tbody>
</table>
D. Stormwater Management Program Summary

1. Public Education:

   1a
   BMP ID #__________________________
   Distribute/Post Nonpoint Source Pollution Posters
   Specify Best Management Practice
   Engineering Dept.___________________
   Responsible Dept./Person Name ________
   Post in all schools and town buildings
   Specify Measurable Goal

   1b
   BMP ID #__________________________
   Air Stormwater Message on Local Cable Channel
   Specify Best Management Practice
   Engineering Dept.___________________
   Responsible Dept./Person Name ________
   Post one message every month
   Specify Measurable Goal

   1c
   BMP ID #__________________________
   Obtain and Distribute auto repair shop brochures
   Specify Best Management Practice
   Engineering Dept.___________________
   Responsible Dept./Person Name ________
   Distribute to all impacted local businesses
   Specify Measurable Goal

   1d
   BMP ID #__________________________
   Add Stormwater Information to Town’s Website
   Specify Best Management Practice
   Engineering Dept., GIS Manager ______
   Responsible Dept./Person Name ________
   Update information quarterly to address seasonal concerns
   Specify Measurable Goal

   1e
   BMP ID #__________________________
   Stormwater Flyer to Community Residents
   Specify Best Management Practice
   Engineering Dept., SuAsCo, Watershed Community Council
   Responsible Dept./Person Name ________
   Flyer distributed to 75% of residents, and compiled and considered municipal and multi-watershed-wide "survey" results
   Specify Measurable Goal

   1f
   BMP ID #__________________________
   Stormwater Lesson Plan for Fifth Grade Students
   Specify Best Management Practice
   Engineering Dept., SuAsCo, Watershed Community Council
   Responsible Dept./Person Name ________
   Develop & distribute lesson plan to implement at the Grade 5 level, and lesson plan is taught in one or more Grade 5 classrooms in the community
   Specify Measurable Goal

   1g
   BMP ID #__________________________
   Stormwater Flyer to Community Businesses
   Specify Best Management Practice
   Engineering Dept., SuAsCo, Watershed Community Council
   Responsible Dept./Person Name ________
   Flyer distributed to minimum of 50% of businesses in municipality, and stormwater logo displayed by one-half of businesses receiving the flyer
   Specify Measurable Goal
### D. Stormwater Management Program Summary (Cont.)

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>Stormwater Media Campaign</th>
<th>Engineering Dept., SuAsCo</th>
<th>Watershed Community Council</th>
<th>Responsible Dept./Person Name</th>
<th>Media information packet delivered to the local media, and 4 press releases generated and issued to local media and major media outlets</th>
<th>Specify Measurable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Stormwater Video</td>
<td>Engineering Dept., SuAsCo</td>
<td>Watershed Community Council</td>
<td>Responsible Dept./Person Name</td>
<td>Show stormwater video at a minimum of one public meeting, and air stormwater video at least once on local cable station</td>
<td>Specify Measurable Goal</td>
</tr>
</tbody>
</table>

#### 2. Public Participation:

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>Stormwater Traveling Display</th>
<th>Engineering Dept., SuAsCo</th>
<th>Watershed Community Council</th>
<th>Responsible Dept./Person Name</th>
<th>Stormwater display circulates around the community for a minimum of 3 months in permit year #1, and stormwater display is posted at a minimum of 3 different public locations in permit year #1, and stormwater display is also used in future permit years for posting in public places or at stormwater events</th>
<th>Specify Measurable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Stormwater Poster Contest for Fifth Grade Students</td>
<td>Engineering Dept., SuAsCo</td>
<td>Watershed Community Council</td>
<td>Responsible Dept./Person Name</td>
<td>Poster contest is held and entries are received, judged, and displayed</td>
<td>Specify Measurable Goal</td>
</tr>
<tr>
<td></td>
<td>Stormwater Photo Contest for High School Students</td>
<td>Engineering Dept., SuAsCo</td>
<td>Watershed Community Council</td>
<td>Responsible Dept./Person Name</td>
<td>Photo contest is held and entries are received, judged, and displayed</td>
<td>Specify Measurable Goal</td>
</tr>
<tr>
<td></td>
<td>Implement Hazardous Materials Collection Day</td>
<td>Engineering Dept.</td>
<td>Responsible Dept./Person Name</td>
<td></td>
<td>Collect materials from residents one day per year</td>
<td>Specify Measurable Goal</td>
</tr>
</tbody>
</table>
D. Stormwater Management Program Summary (Cont.)

2e
BMP ID #
Implement an Annual, Volunteer Stream Clean-up Day Specify Best Management Practice
Engineering Dept. Responsible Dept./Person Name
Held stream clean-up day once per year Specify Measurable Goal

3. Illicit Discharge Detection and Elimination:

3a
BMP ID #
Map Outfalls and Receiving Waters Specify Best Management Practice
Asst. DPW Director, GIS Manager Responsible Dept./Person Name
Prepare draft map in 1st year and map 25% of outfalls each following year Specify Measurable Goal

3b
BMP ID #
Review Existing Bylaws and Regulations Specify Best Management Practice
DPW, Engineering Dept., Planning Dept. Responsible Dept./Person Name
Determine whether bylaws & regulations meet EPA requirements Specify Measurable Goal

3c
BMP ID #
Develop Illicit Discharge Detection & Elimination Plan Specify Best Management Practice
DPW, Engineering Dept., Planning Dept. Responsible Dept./Person Name
Make recommendations for plan & begin implementation by the fourth permit year Specify Measurable Goal

3d
BMP ID #
Develop/Modify General Illicit Discharge Bylaw Specify Best Management Practice
DPW, Engineering Dept., Planning Dept. Responsible Dept./Person Name
Propose recommendations for developing a new bylaw or modifying the existing bylaw & make presentations for Town meeting action Specify Measurable Goal

4. Construction Site Runoff Control:

4a
BMP ID #
Review Existing Regulations, and Monitoring & Enforcement Measures Specify Best Management Practice
DPW, Engineering Dept., Planning Dept. Responsible Dept./Person Name
Determine whether required EPA requirements are met Specify Measurable Goal
D. Stormwater Management Program Summary (Cont.)

4b
BMP ID #
Develop/modify Regulations, and Monitoring & Enforcement Measures
Specify Best Management Practice

DPW, Engineering Dept., Planning Dept.
Responsible Dept./Person Name
Propose recommendations for modifying existing regulations & practices
Specify Measurable Goal

4c
BMP ID #
Present New Regulations for Town Meeting Action
Specify Best Management Practice

DPW, Engineering Dept., Planning Dept.
Responsible Dept./Person Name
Make presentations for Town meeting action
Specify Measurable Goal

5. Post Construction Runoff Control:

5a
BMP ID #
Review Existing Regulations, and Monitoring & Enforcement Measures
Specify Best Management Practice

DPW, Engineering Dept., Planning Dept.
Responsible Dept./Person Name
Determine whether required EPA requirements are met
Specify Measurable Goal

5b
BMP ID #
Develop/modify Regulations, and Monitoring & Enforcement Measures
Specify Best Management Practice

DPW, Engineering Dept., Planning Dept.
Responsible Dept./Person Name
Propose recommendations for modifying existing regulations & practices
Specify Measurable Goal

5c
BMP ID #
Present New Regulations for Town Meeting Action
Specify Best Management Practice

DPW, Engineering Dept., Planning Dept.
Responsible Dept./Person Name
Make presentations for Town meeting action
Specify Measurable Goal

6. Municipal Good Housekeeping:

6a
BMP ID #
Implement Street Sweeping Program
Specify Best Management Practice

Department of Public Works
Responsible Dept./Person Name
Sweep every street once per year
Specify Measurable Goal

6b
BMP ID #
Implement Catch Basin Cleaning Program
Specify Best Management Practice

Department of Public Works
Responsible Dept./Person Name
Clean & inspect all catch basins within five year permit cycle
Specify Measurable Goal
D. Stormwater Management Program Summary (Cont.)

6c
BMP ID #
Perform Site Visits to Examine Existing Practices at Facilities Specify Best Management Practice
DPW, Engineering Dept. Responsible Dept./Person Name
Target all applicable municipal facilities and visit each annually Specify Measurable Goal

6d
BMP ID #
Train Municipal Employees at Each Facility Specify Best Management Practice
DPW, Engineering Dept. Responsible Dept./Person Name
Target all applicable municipal facilities and provide annual refreshers Specify Measurable Goal

6e
BMP ID #
Perform Follow-ups to Ensure Required Practices are Met Specify Best Management Practice
DPW, Engineering Dept. Responsible Dept./Person Name
Target all applicable municipal facilities and visit each annually Specify Measurable Goal

7. BMPs for Meeting TMDL:

7a
BMP ID #
Prioritize Stormwater System Mapping Along the Assabet River Specify Best Management Practice
DPW, GIS Manager Responsible Dept./Person Name
Map outfalls discharging to the Assabet River by the fourth permit year Specify Measurable Goal

7b
BMP ID #
Perform Dry Weather Inspections of Outfalls Along the Assabet River Using Volunteers Specify Best Management Practice
DPW, GIS Manager Responsible Dept./Person Name
Inspect outfalls discharging to the Assabet River during dry weather by the fifth permit year 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.

Barry M. Brenner, Town Administrator

[Signature] 7/16/2003
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<th>PERMIT YEAR ONE</th>
<th>PERMIT YEAR TWO</th>
<th>PERMIT YEAR THREE</th>
<th>PERMIT YEAR FOUR</th>
<th>PERMIT YEAR FIVE</th>
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<td>(YEARS 4 &amp; 5 ARE FOR TOWN MEETING ACTION IF REQUIRED)</td>
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