

Part I: General Conditions

General Information

Name of Municipality or Organization: State:

EPA NPDES Permit Number (if applicable):

Primary MS4 Program Manager Contact Information

Name: Title:

Street Address Line 1:

Street Address Line 2:

City: State: Zip Code:

Email: Phone Number:

Fax Number:

Other Information

Stormwater Management Program (SWMP) Location (web address or physical location, if already completed):

Eligibility Determination

Endangered Species Act (ESA) Determination Complete? Eligibility Criteria (check all that apply): A B C

National Historic Preservation Act (NHPA) Determination Complete? Eligibility Criteria (check all that apply): A B C

Check the box if your municipality or organization was covered under the 2003 MS4 General Permit

MS4 Infrastructure (if covered under the 2003 permit)

Estimated Percent of Outfall Map Complete? If 100% of 2003 requirements not met, enter an estimated date of completion (MM/DD/YY):

(Part II, III, IV or V, Subpart B.3.(a.) of 2003 permit)

Web address where MS4 map is published:

If outfall map is unavailable on the internet an electronic or paper copy of the outfall map must be included with NOI submission (see section V for submission options)

Regulatory Authorities (if covered under the 2003 permit)

Illicit Discharge Detection and Elimination (IDDE) Authority Adopted? Effective Date or Estimated Date of Adoption (MM/DD/YY):

(Part II, III, IV or V, Subpart B.3.(b.) of 2003 permit)

Construction/Erosion and Sediment Control (ESC) Authority Adopted? Effective Date or Estimated Date of Adoption (MM/DD/YY):

(Part II, III, IV or V, Subpart B.4.(a.) of 2003 permit)

Post- Construction Stormwater Management Adopted? Effective Date or Estimated Date of Adoption (MM/DD/YY):

(Part II, III, IV or V, Subpart B.5.(a.) of 2003 permit)

Unnamed wetland behind Bulow Road	2	<input type="checkbox"/>									
Unnamed wetland behind Berkley Circle	4	<input type="checkbox"/>									
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Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary

Identify the Best Management Practices (BMPs) that will be employed to address each of the six Minimum Control Measures (MCMs). For municipalities/organizations whose MS4 discharges into a receiving water with an approved Total Maximum Daily Load (TMDL) and an applicable waste load allocation (WLA), identify any additional BMPs employed to specifically support the achievement of the WLA in the TMDL section at the end of part III.

For each MCM, list each existing or proposed BMP by category and provide a brief description, responsible parties/departments, measurable goals, and the year the BMP will be employed (public education and outreach BMPs also requires a target audience). **Use the drop-down menus in each table or enter your own text to override the drop down menu.**

MCM 1: Public Education and Outreach

BMP Media/Category (enter your own text to override the drop down menu)	BMP Description	Targeted Audience	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal	Beginning Year of BMP Implementation
Brochures/Pamphlets	Educational fact sheets on stormwater pollution control	Residents and businesses	DPW	Prepare and distribute appropriate stormwater management messages annually	2019
Displays/Posters/Kiosks	Posters and displays to educate business and industry on proper stormwater management	Businesses, Institutions and Commercial Facilities	DPW	Update posters and displays with appropriate non-residential stormwater pollution control messages annually.	2019
Brochures/Pamphlets	Brochures to educate developers on stormwater pollution and proper management of new and redevelopment	Developers (construction)	DPW	Prepare and distribute appropriate stormwater management messages to local development community every 2 years	2019

Brochures/Pamphlets	Brochures to educate industrial facility staff on required stormwater regulations and use of appropriate BMPs	Industrial Facilities	DPW	Prepare and distribute appropriate stormwater management messages targeting industrial operations every 2 years	2019
Newspaper Articles/Press Releases	Publish articles on stormwater in local newspapers or websites	General public	DPW	Submit one press release each spring and fall to highlight on-going stormwater activities	2019
Web Page	Update website with stormwater management topics and contacts	General Public	DPW and Website Manager	Promote stormwater awareness by posting key stormwater information on regulations and activities on the Town's website. Track hits with goal of increasing hits annually	2019
Brochures/Pamphlets	Pamphlet to be developed encouraging proper pet waste management	Residents/dog owners	Town Clerk and Animal Control Officer	Update and disseminate with dog license information annually and post at public locations	2019
Brochures/Pamphlets	Pamphlet to be developed on proper maintenance of septic systems	Owners of septic systems	Board of Health	Update and distribute bi-annually to septic system owners	2019
Broadcast stormwater presentations	Broadcast applicable selectmen meetings, videos, and other stormwater related announcements on local cable TV	General public	DPW/Town officials	Continue broadcasting stormwater meetings, tips, and videos on local cable TV at least twice a year	2011

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Part III: Stormwater Management Program Summary (continued)

MCM 2: Public Involvement and Participation

BMP Categorization	Brief BMP Description (enter your own text to override the drop down menu)	Responsible Department/Parties (enter your own text to override the drop down menu)	Additional Description/ Measurable Goal	Beginning Year of BMP Imple- mentation
Public Review	Posting and public SWMP Review	DPW	Post on-line and notify the public of availability of SWMP for annual review. Address comments and update SWMP yearly	2019
Public Participation	Catch Basin Stenciling/Markers	DPW	Continue to mark and maintain catch basin/storm drain stenciling in cooperation with local volunteer groups	2019
Public Participation	Hotline/weblne - reporting problems/violations	DPW and Town Website Manager	Continue to track and respond to hotline calls. Track and report annually	2019
Public Participation	Cleanups - Shoreline/Waterbody	DPW and Conservation Commission	Continue to promote and coordinate with volunteers on wetland and waterbody cleanups with the goal of at least 2 events per year	2019
Public Participation	Household haz. waste/used oil collection	DPW	Promote and participate in annual household hazardous waste event	2019

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Part III: Stormwater Management Program Summary (continued)

MCM 3: Illicit Discharge Detection and Elimination (IDDE)

BMP Categorization (enter your own text to override the drop down menu)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
SSO inventory	Develop SSO inventory in accordance of permit conditions	DPW	Complete within 1 year of effective date of permit	2019
Storm sewer system map	Create map and update during IDDE program completion	DPW	Complete updated drainage map within 2 years of effective date of permit and complete full system map 10 years after effective date of permit	2020
Written IDDE program	Update written IDDE program and procedures to address local water quality/nutrient issues	DPW, Board of Health, Conservation Commission	Complete within 1 year of the effective date of permit and update as required	2019
Implement IDDE program	Implement catchment investigations according to program and permit conditions	DPW, Board of Health, Conservation Commission	Investigate 30% of problem catchments by year 2. Complete 10 years after effective date of permit	2020
Employee training	Train employees on IDDE implementation	DPW	Train annually	2019
Conduct dry weather screening	Develop screening & sampling procedures and conduct in accordance with outfall screening procedure and permit conditions	DPW	Complete 3 years after effective date of permit	2021
Conduct wet weather screening	Conduct in accordance with outfall screening procedure	DPW	Begin sampling catchments with identified SVF. Complete 10 years after effective date of permit	2023
Ongoing screening	Conduct dry weather and wet weather screening (as necessary)	DPW	Continue and report annually on ongoing outfall screening upon completion of IDDE program	2024

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Part III: Stormwater Management Program Summary (continued)

MCM 4: Construction Site Stormwater Runoff Control

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
Site inspection and enforcement of Erosion and Sediment Control (ESC) measures	Complete written procedures of site inspections and enforcement procedures	DPW, Building Dept, and Conservation Commission	Update, as needed, within 1 year of the effective date of permit	2019
Site plan review	Complete written procedures of site plan review and begin implementation	Planning Board	Update, as needed, within 1 year of the effective date of permit	2019
Erosion and Sediment Control	Adoption of requirements for construction operators to implement a sediment and erosion control program	Planning Board and DPW	Complete within 1 year of the effective date of permit	2019
Waste Control	Adoption of requirements to control wastes, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter, and sanitary wastes	Planning Board and Board of Health	Complete within 1 year of the effective date of permit	2019
Construction site inspections	Continue inspections in accordance with local by-laws and Planning Board Regulations	Building Dept, Conservation Commission and DPW	Continue to track, enforce, and document inspection - report annually	2019

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Part III: Stormwater Management Program Summary (continued)

MCM 5: Post-Construction Stormwater Management in New Development and Redevelopment

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
As-built plans for on-site stormwater control	develop procedures to require submission of as-built drawings and ensure long term operation and maintenance, as part of the SWMP	Planning Dept	Require submission of as-built plans and maintenance requirements for completed projects	2019
Target properties to reduce impervious areas	Identify at least 5 permittee-owned properties that could be modified or retrofitted with BMPs to reduce impervious areas	DPW	Complete 4 years after effective date of permit. Update annually to maintain inventory and report annually on retrofitted properties	2022
Allow green infrastructure	Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist	Planning Dept	Complete 4 years after effective date of permit and implement recommendations of report	2022
Street design and parking lot guidelines	Develop a report assessing requirements that affect the creation of impervious cover. The assessment will help determine if changes to design standards can be modified to support low impact design options.	Planning Dept	Complete 4 years after effective date of permit and implement recommendations of report	2022

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Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

MCM 6: Municipal Good Housekeeping and Pollution Prevention

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
O&M procedures	Create written O&M procedures including all requirements contained in 2.3.7.a.ii for parks and open spaces, buildings and facilities, and vehicles and equipment	DPW	Complete written O&M procedures for municipal activities and implement 2 years after effective date of permit	2020
Inventory all permittee-owned parks and open spaces, buildings and facilities, and vehicles and equipment	Create inventory	DPW	Complete 2 years after effective date of permit and update annually	2020
Infrastructure O&M	Establish and/or document program for repair and rehabilitation of MS4 infrastructure	DPW	Complete 2 years after effective date of permit	2020
Stormwater Pollution Prevention Plan (SWPPP)	Create SWPPPs for maintenance garages, transfer stations, or other waste-handling facilities	DPW	Complete SWPPPs and implement 2 years after effective date of permit	2020
Catch basin cleaning	Establish schedule for optimizing catch basin cleaning such that each catch basin is no more than 50% full and clean catch basins on that schedule	DPW	Document plan in SWMP and clean catch basins on established schedule in year 2 and report number of catch basins cleaned and volume of material moved annually	2019
Street sweeping program	Sweep all streets and permittee-owned parking lots in accordance with permit conditions	DPW	Sweep all streets and permittee-owned parking lots once per year in the spring	2020
Road salt use optimization program	Establish and implement a program to minimize the use of road salt	DPW	Implement salt use optimization during deicing season	2020

Part IV: Notes and additional information

Use the space below to indicate the part(s) of 2.2.1 and 2.2.2 that you have identified as not applicable to your MS4 because you do not discharge to the impaired water body or a tributary to an impaired water body due to nitrogen or phosphorus. Provide all supporting documentation below or attach additional documents if necessary. Also, provide any additional information about your MS4 program below.

Please note that in Part II: Summary of Receiving Waters, the outfalls reported include only those within the MS4 service area (301 outfalls).

Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part V: 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.

Name:

Title:

Signature:

Date:

[To be signed according to Appendix B, Subparagraph B.11, Standard Conditions]

Note: When prompted during signing, save the document under a new file name

From: [Sylvester, Randy](#)
To: [Vuto, Michelle](#)
Cc: ["Niles, Rich"](#); [Welch, Elizabeth](#)
Subject: RE: Small MS4 NOI submission - additional or corrected information required
Date: Wednesday, April 10, 2019 12:30:55 PM
Attachments: [Revised NOI Pages for EPA April 3 2019.pdf](#)

Dear Ms. Vuto,

In response to your email of March 25, 2019 requesting additional information for the Town of Hingham's NOI submission (NPDES ID# MAR041038), we offer the following information.

. Regarding the ESA eligibility request to "provide a statement that your planned discharge activities will not adversely affect the endangered species present". In our NOI filing, we checked Criteria C as our ESA research showed that the protected Northern Long-eared Bat may be in our action areas and that an assessment of our discharge and discharge related activities would have be "no affect" on this listed species or critical habitat. Based on this assessment, we can state that our planned activities will not adversely affect the endangered species present.

. Regarding water body impairments, we corrected the information on the waterbodies that were listed as impaired for E.coli and replaced the impairment information with the more inclusive Fecal Coliform, as listed in the Massachusetts 2014 List of Impaired Waters. E.coli was included in the NOI based on the draft 2016 List of Impaired Waters. Attached are corrected NOI pages 2, 3 and 20, showing the appropriate revisions to Fecal Coliform.

Please let me know if you have any additional questions or comments.

Randy Sylvester
DPW Superintendent
Department of Public Works
25 Bare Cove Park Drive
Hingham, MA 02043
Office: (781) 741-1430
Fax: (781) 741-1432
sylvesterr@hingham-ma.gov
www.hingham-ma.gov

-----Original Message-----

From: Vuto, Michelle [<mailto:Vuto.Michelle@epa.gov>]
Sent: Monday, March 25, 2019 3:40 PM
To: Sylvester, Randy <sylvesterr@hingham-ma.gov>
Cc: Reports Stormwater <Stormwater.Reports@epa.gov>; jean.haggerty@woodplc.com
Subject: Small MS4 NOI submission - additional or corrected information required

Hi Randy,

EPA requires additional or corrected information to receive a complete NOI submission for your MS4 and continue the review process.

Please respond to this email with the requested details in the attached report. You do not need to resubmit your entire NOI form. Please respond with the requested information as soon as you can. If the additional information is not received within 30 days of the date on this email EPA may initiate the process to deny your NOI, unless

additional time is granted by EPA for such submission.

Please let me know if you have any questions.

Best,
Michelle

Michelle Vuto
Stormwater & Construction Permits
U.S. EPA Region 1
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Boston, MA 02109-3912
617-918-1222