

# Notice of Intent (NOI) for coverage under Small MS4 General Permit Page 1 of 19



**RECEIVED**  
**SEP 26 2018**

## Part I: General Conditions

### General Information

Name of Municipality or Organization: Lunenburg State: MA  
EPA NPDES Permit Number (if applicable): MAR041206

### Primary MS4 Program Manager Contact Information

Name: Lemieux, Heather Title: Town Manager  
Street Address Line 1: Town Hall  
Street Address Line 2: P.O. Box 135  
City: Lunenburg State: MA Zip Code: 01462  
Email: hlemieux@lunenburgonline.com Phone Number: (978) 582-4130  
Fax Number:

### Other Information

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

### Eligibility Determination

Endangered Species Act (ESA) Determination Complete?  Yes  No  
National Historic Preservation Act (NHPA) Determination Complete?  Yes  No  
Eligibility Criteria (check all that apply):  A  B  C  
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?  100%  If 100% of 2003 requirements not met, enter an estimated date of completion (MM/DD/YY):

Web address where MS4 map is published: <https://www.axisgis.com/LunenburgMA/>  
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)

<b>Illicit Discharge Detection and Elimination (IDDE) Authority Adopted?</b> <small>(Part II, III, IV or V, Subpart B.3.(b.) of 2003 permit)</small>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Effective Date or Estimated Date of Adoption (MM/DD/YY):	<input type="checkbox"/> 12/05/07 <input checked="" type="checkbox"/>
<b>Construction/Erosion and Sediment Control (ESC) Authority Adopted?</b> <small>(Part II, III, IV or V, Subpart B.4.(a.) of 2003 permit)</small>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Effective Date or Estimated Date of Adoption (MM/DD/YY):	<input type="checkbox"/> 12/05/07 <input checked="" type="checkbox"/>
<b>Post- Construction Stormwater Management Adopted?</b> <small>(Part II, III, IV or V, Subpart B.5.(a.) of 2003 permit)</small>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Effective Date or Estimated Date of Adoption (MM/DD/YY):	<input type="checkbox"/> 12/05/07 <input checked="" type="checkbox"/>



Click to lengthen table

## 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 <small>(enter your own text to override the drop down menu)</small>	BMP Description	Targeted Audience	Responsible Department/Parties <small>(enter your own text to override the drop down menu)</small>	Measurable Goal	Beginning Year of BMP Implementation
Brochures/Pamphlets	Mail flyer with bill.	Residents	Stormwater Task Force	Survey Monkey (2018 / 2021) to measure effectiveness of messaging.	2018
Web Page	Brochures	Businesses, Institutions and Commercial Facilities	Stormwater Task Force	"	2020
Brochures/Pamphlets	Email Fact Sheet	Developers (construction)	Land Use Department	"	2019
Brochures/Pamphlets	Email Fact Sheet	Industrial Facilities	Stormwater Task Force / Assesor	"	2018
Displays/Posters/Kiosks	Display at Library	Residents	Stormwater Task Force	"	2022
Local Public Service Announcements	Cable Access TV	Businesses, Institutions and Commercial Facilities	Stormwater Task Force	"	2023
Brochures/Pamphlets	Email Fact Sheet	Developers (construction)	Land Use Department	"	2022
Brochures/Pamphlets	Email Fact Sheet	Industrial Facilities	Stormwater Task Force Assesor	"	2021







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

### Part III: Stormwater Management Program Summary (continued)

#### MCM 3: Illicit Discharge Detection and Elimination (IDDE)

<b>BMP Categorization</b> (enter your own text to override the drop down menu)	<b>BMP Description</b>	<b>Responsible Department/Parties</b> (enter your own text to override the drop down menu)	<b>Measurable Goal</b> (all text can be overwritten)	<b>Beginning Year of BMP Implementation</b>
SSO inventory	Develop SSO inventory in accordance of permit conditions	DPW Operations	Complete within 1 year of effective date of permit	2018
Storm sewer system map	Create map and update during IDDE program completion	DPW Operations	Update map within 2 years of effective date of permit and complete full system map 10 years after effective date of permit	2018
Written IDDE program	Create written IDDE program	DPW Operations	Complete within 1 year of the effective date of permit and update as required	2018
Implement IDDE program	Implement catchment investigations according to program and permit conditions	DPW Operations	Complete 10 years after effective date of permit	2018
Employee training	Train employees on IDDE implementation	DPW Operations	Train annually	2018
Conduct dry weather screening	Conduct in accordance with outfall screening procedure and permit conditions	DPW Operations	Complete 3 years after effective date of permit	2020
Conduct wet weather screening	Conduct in accordance with outfall screening procedure	DPW Operations	Complete 10 years after effective date of permit	2023
Ongoing screening	Conduct dry weather and wet weather screening (as necessary)	DPW Operations	Complete ongoing outfall screening upon completion of IDDE program	2023



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

Part III: Stormwater Management Program Summary *(continued)*

MCM 4: Construction Site Stormwater Runoff Control

<b>BMP Categorization</b> <small>(enter your own text to override the drop down menu or entered text)</small>	<b>BMP Description</b>	<b>Responsible Department/Parties</b> <small>(enter your own text to override the drop down menu)</small>	<b>Measurable Goal</b> <small>(all text can be overwritten)</small>	<b>Beginning Year of BMP Implementation</b>
Site inspection and enforcement of Erosion and Sediment Control (ESC) measures	Complete written procedures of site inspections and enforcement procedures	Land Use Department	Complete within 1 year of the effective date of permit	2018
Site plan review	Complete written procedures of site plan review and begin implementation	Land Use Department	Complete within 1 year of the effective date of permit	2018
Erosion and Sediment Control	Adoption of requirements for construction operators to implement a sediment and erosion control program	Land Use Department	Complete within 1 year of the effective date of permit	2018
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	Land Use Department	Complete within 1 year of the effective date of permit	2018



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

Part III: Stormwater Management Program Summary (continued)

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

<b>BMP Categorization</b> (enter your own text to override the drop down menu or entered text)	<b>BMP Description</b>	<b>Responsible Department/Parties</b> (enter your own text to override the drop down menu)	<b>Measurable Goal</b> (all text can be overwritten)	<b>Beginning Year of BMP Implementation</b>
As-built plans for on-site stormwater control	The procedures to require submission of as-built drawings and ensure long term operation and maintenance will be a part of the SWMP	Land Use Department and Conservation Commission	Require submission of as-built plans for completed projects	2018
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 and update annually	Stormwater Task Force	Complete 4 years after effective date of permit and report annually on retrofitted properties	2021
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	Land Use Department / Stormwater Task Force	Complete 4 years after effective date of permit and implement recommendations of report	2020
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 for streets and parking lots can be modified to support low impact design options.	Land Use Department and DPW	Complete 4 years after effective date of permit and implement recommendations of report	2021



## 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

<b>BMP Categorization</b> <small>(enter your own text to override the drop down menu or entered text)</small>	<b>BMP Description</b>	<b>Responsible Department/Parties</b> <small>(enter your own text to override the drop down menu)</small>	<b>Measurable Goal</b> <small>(all text can be overwritten)</small>	<b>Beginning Year of BMP Implementation</b>
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 Operations / Town Departments	Complete and implement 2 years after effective date of permit	2018
Inventory all permittee-owned parks and open spaces, buildings and facilities, and vehicles and equipment	Create inventory	Stormwater Task Force / Town Departments	Complete 2 years after effective date of permit and implement annually	2019
Infrastructure O&M	Establish and implement program for repair and rehabilitation of MS4 infrastructure	DPW Operations	Complete 2 years after effective date of permit	2018
Stormwater Pollution Prevention Plan (SWPPP)	Create SWPPPs for maintenance garages, transfer stations, and other waste-handling facilities	DPW Operations	Complete and implement 2 years after effective date of permit	2018
Catch basin cleaning	Establish schedule for catch basin cleaning such that each catch basin is no more than 50% full and clean catch basins on that schedule	DPW Operations	Clean catch basins on established schedule and report number of catch basins cleaned and volume of material moved annually	2018
Street sweeping program	Sweep all streets and permittee-owned parking lots in accordance with permit conditions	DPW Operations	Sweep all streets and permittee-owned parking lots once per year in the spring	2018
Road salt use optimization program	Establish and implement a program to minimize the use of road salt	DPW Operations	Implement salt use optimization during deicing season	2018







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

## 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.

Click to add text

## 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:

Heather Lemieux

Title:

Town Manager

Signature:

Heather Lemieux

Date:

9/24/2018

[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

**TOWN OF LUNENBURG  
TOWN MANAGER**

Jamie Toale, Chairman  
Damon McQuaid, Vice Chairman  
Phyllis Luck, Clerk  
Katey Adams, Member



17 Main Street  
P. O. Box 135  
Lunenburg, MA 01462  
Phone 978-582-4144  
Fax 978-582-4175

**Heather R. Lemieux, Town Manager**

April 2, 2019

Ms. Michelle Vuto  
Stormwater & Construction Permits  
U.S. EPA Region 1  
5 Post Office Square-OEP06-4  
Boston, MA 02109-3912

Re: Lunenburg MS4 NOI Submission  
MAR041206

Dear Ms. Vuto:

In response to your March 29, 2019 email, the Town of Lunenburg offers the following clarifications to the Town's Notice of Intent:

- Any planned discharge activities will not adversely affect the endangered species present.
- Part V of Appendix H for turbidity for Lake Shirely will be followed.

We trust that these statements satisfy EPAs requirements. Please do not hesitate to contact us at any time.

Sincerely,

Heather Lemieux  
Town Manager