

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

Revision -1

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 D

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):

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):

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

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

[Click to lengthen table](#)

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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 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
Various delivery methods	Use outreach materials and guidance to implement outreach for relevant impairments (for example materials developed by the NH Seacoast Stormwater Coalition).	Residents - 2 Varied Messages will be delivered	Town Administrator	To be determined. Examples: 1) Increased awareness of proper fertilizer use. 2) Increased awareness of pet waste impacts to water quality. 3) Increased awareness of yard waste impacts to water quality. 4) Increased septic system testing.	Year 1
Various delivery methods	2 Varied Messages. Use outreach materials and guidance to implement outreach for relevant impairments (for example materials developed by the NH Seacoast Stormwater Coalition).	Businesses, Institutions and Commercial Facilities - 2 Varied Messages will be delivered	Town Administrator	To be determined.	Year 1

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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)
Sanitary Sewer Overflow (SSO) inventory (not applicable)	Town has no SSO infrastructure		
Storm sewer system map (not applicable)	Town has no Storm Sewer infrastructure		
Written Illicit Discharge and Detection Elimination (IDDE) program development	Create written IDDE program	Public Works Department or Select Board	Complete within 1 year of the effective date of permit and update as required under sections 2.3.4.6-11
Implement IDDE program	Implement catchment investigations according to program and permit conditions	Public Works Department or Select Board	Complete 10 years after effective date of permit
Implement employee training	Train employees in IDDE program implementation	Public Works Department or Select Board	Provide training annually
Conduct dry weather outfall screening and sampling	Conduct in accordance with outfall screening procedure and permit conditions in section 2.3.4.7.b	Public Works Department or Select Board	Complete 3 years after effective date of permit, update annually and based on results of dry weather screening
Conduct wet weather outfall screening and sampling	Conduct in accordance with outfall screening procedures in in section 2.3.4.7.b	Public Works Department or Select Board	Complete 10 years after effective date of permit
Ongoing outfall screening and sampling	Conduct dry weather and wet weather screening (as necessary)	Public Works Department or Select Board	Complete ongoing outfall screening on completion of IDDE program

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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)
Implement site inspection and enforcement of erosion and sediment (ESC) control measures	Enact ESC Regulations	Planning Board through a public hearing process	Complete within 1 year of the effective date of permit
Prepare Written Procedures for Site Plan Review	Document procedures in regulations and begin implementation	Planning Board through a public hearing process	Complete within 1 year of the effective date of permit
Erosion and Sediment Control	Enact requirements for construction operators to implement a sediment and erosion control program and plan	Planning Board through a public hearing process	Complete within 1 year of the effective date of permit
Construction and Site Waste Controls	Enact requirements to control wastes, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter, and sanitary wastes	Planning Board through a public hearing process	Complete within 1 year of the effective date of permit

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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)
As-built plans for on-site stormwater controls	Enact procedures to require submission of as-built plans and ensure long term operations and maintenance as part of the SWMP	Planning Board through a public hearing process, Building Department	Require submission of as-built plans for completed projects.
Target properties for reduction in impervious cover	Complete an inventory and priority ranking of permittee-owned property and existing infrastructure that could be retrofitted with BMPs designed to reduce the frequency, volume and pollutant loads of stormwater discharges to its MS4 through the mitigation of impervious area	Town Engineer/ Public Works Department/ Road Agent/Facilities Managers	Complete 4 years after effective date of permit and report annually on retrofitted properties
Determine feasibility and allow for green infrastructure implementation	Report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist	Planning Board (lead), assistance from Town Engineer, Conservation Commission	Complete 4 years after effective date of permit and implement recommendations of report
Street design and parking lot guidelines	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.	Planning Board (lead) with assistance from Town Engineer or consultant	Complete 4 years after effective date of permit and implement recommendations of report

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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
Operation and Maintenance (O&M) Procedures	Create written O&M procedures including all requirements contained in section 2.3.7.1 for parks and open spaces, buildings and facilities, and vehicles and equipment	Public Works Department with Town Engineer or consultant	Complete and implement 2 years after effective date of permit	Year 2
Inventory all permittee-owned parks and open spaces, buildings and facilities, and vehicles and equipment	Prepare inventory	Public Works Department with Town Engineer or consultant	Complete 2 years after effective date of permit and update inventory annually	Year 2
Infrastructure Operations and Maintenance	Establish and record annually implementation of program activities for maintenance, repair and rehabilitation of MS4 stormwater infrastructure	Public Works Department with Town Engineer or consultant	Complete 2 years after effective date of permit	Year 2
Stormwater Pollution Prevention Plan (SWPPP)	Create SWPPPs for municipal properties or individual facilities per requirements of section 2.3.7.2	Public Works Department with Town Engineer or consultant	Complete 2 years after effective date of permit	Year 2
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, ensure proper storage of basin cleanings	Public Works Department	Clean catch basins on established schedule and report number of catch basins cleaned and volume of material moved annually	Year 1

Part IV: Notes and additional information

Use the space below to indicate the part(s) of 2.2.2 that you have identified as not applicable to your MS4 and provide all supporting documentation below or attach additional documents if necessary.

Provide any additional information about your MS4 program below.

Note 1: See attached table for complete listing of all waterbodies found within municipal boundaries, impairment status, and listing of each waterbody impairment.

Note 2 - MCM 1 Public Outreach and Education requires a minimum of two messages to the four audiences listed for a total of eight messages over permit term. Additional messaging are required under Appendix H Parts II and III for Water Quality Limited Waterbodies for phosphorus and E.Coli

Note for Part I- MS4 Infrastructure: A draft IDDE ordinance is being reviewed by the Planning Board and will likely be adopted in 2019.

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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 gathered and evaluated 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, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I have no personal knowledge that the information submitted is other than 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]

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