

OCT 15 2003

## NOTICE OF INTENT

NH R042004

DES-WEB

**For Coverage Under the NPDES General Permit  
for Storm Water Discharges from  
Small Municipal Separate Storm Sewer Systems (MS4s)**

**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 NPDES General Permit issued by EPA for storm water 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 of the information required on this Notice of Intent form and the separate Storm Water Management Program (SWMP) Implementation Schedule form (Excel Spreadsheet), must be completed. Please read the permit and make sure you comply with all requirements, including the requirement to develop and implement a storm water management program.**

**B. Applicant Information****1. Small MS4 Operator/Owner Information:**

Strafford County (NH) c/o Commissioner's Office  
Name

259 County Farm Road  
Mailing Address

Dover  
City/Town

NH 03820-6003  
State and Zip Code

603-742-1458  
Telephone Number

Email (if available)

**2. Municipality Name**

Strafford County (New Hampshire)  
City/Town

**3. Legal Status:**

☐ Federal ☐ City/Town ☐ State ☒ County ☐ Private

☐ Other public entity:

Specify Public Entity

**4. Other regulated MS4(s) within municipal boundaries:**

\*

**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

**\*\* Although Strafford County is comprised of municipalities (Cities and Towns) within its borders, this NOI and the concomitant SWMP is for the 288 acres of land which makes up the Strafford County Complex located all within the borders of Dover, New Hampshire.**

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### 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      ☐ pending      ☐ no

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

### C. Names of (Presently Known) Receiving Waters

[illegible]

# NOTICE OF INTENT

## For Coverage Under the NPDES General Permit for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)



### D. Storm Water Management Program Summary

#### 1. Public Education: SEE ATTACHMENT 1

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

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Specify Best Management Practice

Responsible Dept./Person Name

Specify Measurable Goal

BMP ID #

Specify Best Management Practice

Responsible Dept./Person Name

Specify Measurable Goal

#### 2. Public Participation: SEE ATTACHMENT 2

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

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Responsible Dept./Person Name

Specify Measurable Goal

# NOTICE OF INTENT

## For Coverage Under the NPDES General Permit for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)



### D. Storm Water Management Program Summary (Cont.)

#### 3. Illicit Discharge Detection and Elimination: SEE ATTACHMENT 3

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

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Responsible Dept./Person Name

Specify Measurable Goal

BMP ID #

Specify Best Management Practice

Responsible Dept./Person Name

Specify Measurable Goal

#### 4. Construction Site Runoff Control: SEE ATTACHMENT 4

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

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Responsible Dept./Person Name

Specify Measurable Goal

BMP ID #

Specify Best Management Practice

Responsible Dept./Person Name

Specify Measurable Goal

# NOTICE OF INTENT

## For Coverage Under the NPDES General Permit for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)



### D. Storm Water Management Program Summary (Cont.)

5. Post Construction Runoff Control: **SEE ATTACHMENT 5**

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

6. Municipal Good Housekeeping: **SEE ATTACHMENT 6**

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

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BMP ID #

Specify Best Management Practice

Responsible Dept./Person Name

Specify Measurable Goal

BMP ID #

Specify Best Management Practice

## NOTICE OF INTENT

### For Coverage Under the NPDES General Permit for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)



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

7. BMPs for Meeting Requirements of Part I.C. (Discharges to Water Quality Impaired Waters) and Part I.D. (Total Maximum Daily Load Allocations): N/A

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 \_\_\_\_\_

#### 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.

George Maglaras, Chairman Strafford County Commissioners  
Printed Name

Signature

A handwritten signature in black ink, appearing to read "George Maglaras", written over a horizontal line.

7-26-03  
Date

# Storm Water Management Program Summary

Attachment 1  
Strafford County (NH)  
MS4 N.O.I.

## Section D Storm Water Management Program Summary

### Part 1, Public Education:

| <u>BMP No.</u> | <u>BMP Description</u>                                                                                            | <u>Responsible Party</u> | <u>Measurable Goal</u>                                                                          |
|----------------|-------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------|
| 1.1            | Integration of stormwater runoff impact and management program into County Extension Service Educational Programs | Extension Service        | *New Program materials Written and Edited by 12/31/03<br>*Integration completed by 12/31/03     |
| 1.2            | Countywide employee briefing on SWMP                                                                              | SWMP Compliance Officer  | *Sufficient briefings and meetings held for opportunity for all employees to attend by 12/21/03 |
| 1.3            | Press release distribution to county-wide appropriate media outlets and all municipalities within county          | SWMP Compliance Officer  | *Media distributed by 10/31/03<br>*Municipality notification by 12/31/03                        |
| 1.4            | Amend student education programs for county government week tours plus other student tours to add SWMP component  | SWMP Compliance Officer  | *Amendment complete by 10/31/03                                                                 |
| 1.5            | Promote implementation of conservation easement of county lands as element of storm-water management.             | SWMP Compliance Officer  | *Implement by 10/31/03                                                                          |

# Storm Water Management Program Summary

Attachment 2  
Strafford County (NH)  
MS4 N.O.I.

## Section D Storm Water Management Program Summary

### Part 2, Public Participation:

| <u>BMP No.</u> | <u>BMP Description</u>                                                                                                                                                    | <u>Responsible Party</u> | <u>Measurable Goal</u>                                                                                                                        |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| 2.1            | Public Notice of Compliance                                                                                                                                               | SWMP Compliance Officer  | * Public Notice made no later than 10 days after receipt of N.O.I.                                                                            |
| 2.2            | Create Citizen/Employee Oversight Committee                                                                                                                               | SWMP Compliance Officer  | * Committee formation /Authorization by County Commissioners by 10/31/03<br>* Committee recruitment formation and initial meeting by 12/31/03 |
| 2.3            | Promote appropriate use of county land held in conservation easement, agriculture use and limited recreational use as means of managing storm-water and minimizing runoff | SWMP Compliance Officer  | * Promotional efforts designed and implemented by 12/31/03                                                                                    |

# Storm Water Management Program Summary

Attachment 3  
Strafford County (NH)  
MS4 N.O.I.

## Section D Storm Water Management Program Summary

### Part 3. Illicit Discharge Detection and Elimination:

| <u>BMP No.</u> | <u>BMP Description</u>                                                                        | <u>Responsible Party</u> | <u>Measurable Goal</u>                                                                                                        |
|----------------|-----------------------------------------------------------------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 3.1            | Monthly site inspection of discharge points; findings and inspection results recorded.        | SWMP Compliance Officer  | * Monthly inspections initiated by 11/01/03                                                                                   |
| 3.2            | Monthly inspection of property perimeter for off property discharges                          | SWMP Compliance Officer  | * Monthly inspections initiated by 11/01/03                                                                                   |
| 3.3            | Spill or illicit discharge remediation procedures prepared (as part of SWMP) and implemented. | SWMP Compliance Officer  | * Procedures written by 10/31/03<br>* Training to procedure completed by 11/30/2003<br>* Implementation completed by 12/31/03 |
| 3.4            | Create information line for public input regarding possible illicit discharge                 | SWMP Compliance Officer  | * New line extensions for receipt by 10/31/03<br>* Training of receptionist staff person to receive such caller 10/31/03      |

# Storm Water Management Program Summary

Attachment 4  
Strafford County (NH)  
MS4 N.O.I.

## Section D Storm Water Management Program Summary

### Part 4, Construction Site Runoff Control:

| <u>BMP No.</u> | <u>BMP Description</u>                                                                                                           | <u>Responsible Party</u>                | <u>Measurable Goal</u>                                   |
|----------------|----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|----------------------------------------------------------|
| 4.1            | Submission of NOI for storm water discharge associated with construction activity under an NPDES General Permit for Jail Project | Clerk of Works for Jail Project         | Meet EPA Submission deadlines [Completed]                |
| 4.2            | Prepare storm-water pollution prevention plan for Jail Project                                                                   | Clerk of Works for Jail Project         | Complete                                                 |
| 4.3            | Perform weekly inspections of construction per SWPPP                                                                             | General Contractor (H.E. Sargent, Inc.) | Ongoing                                                  |
| 4.4            | Prepare section of SWMP for small scope/ short term project                                                                      | SWMP Compliance Office                  | *Section written by 10/31/03<br>*Implemented by 12/31/03 |

# Storm Water Management Program Summary

Attachment 5  
Stratford County (NH)  
MS4 N.O.I.

## Section D Storm Water Management Program Summary

### Part 5. Post Construction Runoff Control:

| <u>BMP No.</u> | <u>BMP Description</u>                                                                                                                                  | <u>Responsible Party</u>    | <u>Measurable Goal</u>                                                                                                               |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| 5.1            | Monitoring and inspection as called for in SWMP                                                                                                         | SWMP Compliance Officer     | *All required monitoring and inspection as called for in SWMP implemented by no later than 30 days after completion of construction. |
| 5.2            | Full implementation and compliance with stabilization, planting, etc., requirements of local and state ordinances, regulations and permit requirements. | SWMP Compliance Officer     | *Implementation as called for by ordinance regulation or permit                                                                      |
| 5.3            | Use of "Master Gardener" program to integrate stabilization efforts. Work with aesthetic plantings.                                                     | Master Gardener Coordinator | *Integrate during next and "Master Gardener" Programs                                                                                |
| 5.4            | Plan and budget for connection of Riverside Rest Home surface discharge swale to new retention pond.                                                    | SWMP Compliance Officer     | *Prepare plan with schedule for inclusion in future budget cycle.                                                                    |

# Storm Water Management Program Summary

Attachment 6  
Strafford County (NH)  
MS4 N.O.I.

## Section D Storm Water Management Program Summary

### Part 6. Municipal Good Housekeeping:

| <u>BMP No.</u> | <u>BMP Description</u>                                                                              | <u>Responsible Party</u> | <u>Measurable Goal</u>                                                                                            |
|----------------|-----------------------------------------------------------------------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------------------------|
| 6.1            | Minimize waste storage on property; reduce duration of storage of waste to lowest practicable time. | Maintenance Department   | *Reference: SWMP                                                                                                  |
| 6.2            | Implement hazardous waste material control and monitoring program                                   | SWMP Compliance Officer  | *10/1/2003/2004                                                                                                   |
| 6.3            | Implement salt reduction effort.<br>(Minimization)                                                  | Maintenance Department   | *Winter 2003/2004                                                                                                 |
| 6.4            | Implement road sand reduction minimization effort.                                                  | Maintenance Department   | Winter 2003                                                                                                       |
| 6.5            | Increase frequency of sand retrieval for reuse.                                                     | Maintenance Department   | *Retrieve as possible throughout use period.                                                                      |
| 6.6            | Implement periodic catch basin inspection and cleanout program.                                     | Maintenance Department   | *Inspect quarterly clean-out as required to insure minimum carryover to discharge.                                |
| 6.7            | Implement detention pond facility maintenance program.                                              | Maintenance Department   | *Prepare section of SWMP to define maintenance program by 12/31/03.<br>*Implement program by opening of new Jail. |



## **Storm Water Runoff**

### **Policy and Procedures**

**Strafford County will attempt to educate the public in its storm water management program in the following:**

#### **BMP #**

- 1.1 Integration of storm water Management program into County Extention educational program.**
- 1.2 County Wide employee notice sent via Bulk E-Mail communication on SWMP.**
- 1.3 Include SWMP into County Government week student education programs.**
- 1.4 Press release on SWMP to Newspaper that covers Strafford County.**

#### **Public Participation**

##### **BMP#**

- 2.1 Hold yearly public information meetings on SWMP on the County Complex for residents of Strafford County.**

**Stafford County Complex**

[illegible]