



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)**

1027
W040959
Transmittal Number

Facility ID (if known)

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 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:

Nancy Galkowski, Interim Town Manager

Name

First Floor, Town Hall Annex, 730 Mass. Ave.

Mailing Address

Arlington

City/Town

781-316-3010

Telephone Number

MA

State

NGalkowski@town.arlington.ma.us

Email (if available)

2. Municipality Name

Town of Arlington

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:

U.S. Rte 2, Rt. 2A - from Lexington town line to Hospital Road

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

MUNICIPAL ASSISTANCE UNIT
AUG 04 2003

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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]



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D. Stormwater Management Program Summary

1. Public Education:

1-1

BMP ID #

Place Educational Info. on
Town's Website

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

1-2

BMP ID #

Conduct HHW Collection Days
Specify Best Management Practice

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

1-3

BMP ID #

Intensify Pet Waste and
Waterfowl Mgmt. Campaign

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

1-4

BMP ID #

Place Educational Info. on
Arlington Cable TV

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

1-5

BMP ID #

Promote Water Conservation
Practices for Homeowners

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

1-6 Develop Press Release For
Community Businesses

See Attached

See Attached

2. Public Participation:

2-1

BMP ID #

Public Access to SWMP and
Receipt of Comments

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

2-2

BMP ID #

Educational Outreach for Spy
Pond

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

2-3

BMP ID #

Sponsor Annual Cleanup at
Spy Pond

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

2-4

BMP ID #

Sponsor Storm Drain Marking
Activities at Spy Pond

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

2-5

BMP ID #

Sponsor Annual Clean-up at
Arlington Reservoir

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

2-6 Conservation Land Stewards

See Attached

See Attached

2-7 A-B-C Flooding Board

See Attached

See Attached

2-8 Lawn Care/Landscaping Survey

See Attached

See Attached



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D. Stormwater Management Program Summary (Cont.)

3. Illicit Discharge Detection and Elimination:

3-1 BMP ID # Maintain Outfall Location Map Specify Best Management Practice	See Attached Responsible Dept./Person Name	See Attached Specify Measurable Goal
3-2 BMP ID # Revision of Existing General and Zoning Bylaws	See Attached Responsible Dept./Person Name	See Attached Specify Measurable Goal
3-3 BMP ID # Implement an Illicit Discharge Detection & Elimination Plan	See Attached Responsible Dept./Person Name	See Attached Specify Measurable Goal
3-4 BMP ID # Rehabilitate and Replace Sanitary Sewer Pipes	See Attached Responsible Dept./Person Name	See Attached Specify Measurable Goal
BMP ID # Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

4. Construction Site Runoff Control:

3-2 BMP ID # Revision of Existing General and Zoning Bylaws	See Attached Responsible Dept./Person Name	See Attached Specify Measurable Goal
4-1 BMP ID # Develop Site Inspec. Form & Conduct Site Inspec.	See Attached Responsible Dept./Person Name	See Attached Specify Measurable Goal
4-2 BMP ID # Develop and Implement a Citizen Tip Line	See Attached Responsible Dept./Person Name	See Attached 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



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D. Stormwater Management Program Summary (Cont.)

5. Post Construction Runoff Control:

3-2

BMP ID #

Revision of Existing General
and Zoning Bylaws

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

5-1

BMP ID #

Arlington Revedelopment
Board SW Design Guidelines

See Attached

Responsible Dept./Person Name

See Attached

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:

6-1

BMP ID #

Develop a Formal Training
Program for DPW Staff

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

6-2

BMP ID #

Catch Basin Cleaning
Program

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

6-3

BMP ID #

Parking Lot and Street
Sweeping Program

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

6-4

BMP ID #

Implement Stormwater
Pollution Prevention Plan

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

6-5

BMP ID #

Vehicle and Equipment
Cleaning Policy

See Attached

Responsible Dept./Person Name

See Attached

Specify Measurable Goal

6-6 Landscaping and Lawn Care Policy

See Attached

6-7 Stormwater Drainage Along Summer Street

See Attached

6-8 Maintenance of Det Basin at Reed's Brook

See Attached

6-9 Install Leaching Catch Basins at Spy Pond

See Attached

See Attached

See Attached

See Attached

See Attached



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D. Stormwater Management Program Summary (cont.)

7. BMPs for Meeting TMDL:

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.

Nancy Galkowski

Printed Name

Nancy L. Galkowski

Signature

7/28/03
Date

Public Education and Outreach

BMP	Measurable Goals	Responsible Parties
1-1	Place Educational Information on the Town's Website	Department of Public Works Town Webmaster
1-2	Conduct Household Hazardous Waste Collection Days	Department of Public Works Arlington Recycling Committee
1-3	Intensify the Existing Pet Waste and Waterfowl Management Campaign	Board of Health Animal Control Officer
1-4	Place Educational Information on Arlington Cable Television	Department of Public Works Arlington Cable Television
1-5	Promote Water Conservation Practices for Homeowners	Department of Public Works
1-6	Develop a Press Release and Flyer Targeting Community Businesses	Department of Public Works Town Webmaster

Public Involvement and Participation

BMP

<i>Measurable Goals</i>		<i>Responsible Parties</i>
2-1	Public Access to SWMP and Receipt of Comments	Department of Public Works Town Webmaster
2-2	Educational Outreach for Spy Pond	Spy Pond Committee Friends of Spy Pond Park Planning and Community Development Department
2-3	Sponsor Annual Cleanup at Spy Pond	Spy Pond Committee, Friends of Spy Pond Park Department of Public Works Planning and Community Development Dept.
2-4	Sponsor Storm Drain Marking Activities at Spy Pond	Spy Pond Committee Planning and Community Development Department
2-5	Sponsor Annual Clean-up at Arlington Reservoir	Arlington Reservoir Committee Department of Public Works

BMP	Measurable Goals	Responsible Parties
2-6 Conservation Land Stewards	- Track the number of Land Steward volunteers. - Maintain records of major activities, such as clean-ups, at individual sites. - Develop an informational press release on the Land Steward Program for the <i>Arlington Advocate</i> and track whether it was published. - Develop an informational brochure on the Land Steward Program and track the number of brochures collected by residents.	Arlington Conservation Commission
2-7 A-B-C Stormwater Flooding Board to Address Issues in the Little River and Alewife Brook Areas	- Execute the Environmental Joint Powers Agreement. - A-B-C Stormwater Flooding Board to meet throughout the permit term. - Information and status of Board's activities to be reported on Town website and in the <i>Arlington Advocate</i>.	Board of Selectmen Town Webmaster
2-8 Conduct Lawn Care/Landscaping Survey in Spy Pond Watershed	- Develop and distribute survey. - Send a press release explaining the lawn care/landscaping survey to the <i>Arlington Advocate</i>. - Track the number of completed surveys. - Compile surveys to develop future educational outreach materials.	Spy Pond Committee Planning and Community Development Department

Illicit Discharge Detection and Elimination

BMP

<i>Measurable Goals</i>		<i>Responsible Parties</i>
3-1	Maintain Outfall Location Map	Department of Public Works
3-2	Revision of Existing General and Zoning Bylaws	Planning and Community Development Department Arlington Conservation Commission Engineering Division of the Department of Public Works
3-3	Implement an Illicit Discharge Detection and Elimination Plan	Department of Public Works
3-4	Rehabilitate and Replace Sanitary Sewer Pipes	Department of Public Works

Construction Site Stormwater Runoff Control

BMP

<i>BMP</i>	<i>Measurable Goals</i>	<i>Responsible Parties</i>	
3-2	Revision of Existing General and Zoning Bylaws	- Review Town's existing General and Zoning Bylaws. - Draft revised bylaws so that they fulfill the regulatory requirements of NPDES Phase II Minimum Control Measures 3, 4, and 5. - Have revised bylaws available for public comment to gauge public acceptance and revise as necessary. - Present revised bylaws to Town Meeting for adoption. - Post revised bylaws on Town's website.	Planning and Community Development Department Arlington Conservation Commission Engineering Division of the Department of Public Works
4-1	Develop a Site Inspection Form and Conduct Site Inspections	- Develop an ESC Site Inspection Form. - Track the frequency of inspections conducted for each site. - Track the completion of inspection forms. - Track the number of failed ESC BMPs discovered on each site.	Engineering Division of the Department of Public Works
4-2	Develop and Implement a Citizen Tip Line	- Establish the Citizen Tip Line. - Advertise the Citizen Tip Line. - Track the number of complaints received via the Citizen Tip Line. - Track the problems/incidents remedied as a result of the Citizen Tip Line.	Department of Public Works Town Webmaster

Post Construction Stormwater Management in New Development & Redevelopment

BMP

<i>Measurable Goals</i>		<i>Responsible Parties</i>
3-2	Revision of Existing General and Zoning Bylaws	Planning and Community Development Department Arlington Conservation Commission Engineering Division of the Department of Public Works
	- Review Town's existing General and Zoning Bylaws. - Draft revised bylaws so that they fulfill the regulatory requirements of NPDES Phase II Minimum Control Measures 3, 4, and 5. - Have revised bylaws available for public comment to gauge public acceptance and revise as necessary. - Present revised bylaws to Town Meeting for adoption. - Post revised bylaws on Town's website. - Obtain approval of the handbook by the Arlington Redevelopment Board. - Track the distribution of handbook to developers.	
5-1	Arlington Redevelopment Board Stormwater Design Guidelines	Planning and Community Development Department Arlington Redevelopment Board

Pollution Prevention & Good Housekeeping in Municipal Operations

BMP	Measurable Goals	Responsible Parties
6-1 Develop a Formal Training Program for DPW Staff	▪ Establish a formal training program for DPW employees. ▪ Conduct training sessions with all current employees. ▪ Train all new DPW employees in accordance with the training program requirements. ▪ Track employee training activities and participation trained. ▪ Conduct refresher training for employees after every two years of employment.	Department of Public Works
6-2 Catch Basin Cleaning Program	▪ Track the catch basins that are cleaned each year, including the leaching catch basins, Vortech devices and oil/water separator. ▪ Maintain a log of the disposed materials	Department of Public Works
6-3 Parking Lot and Street Sweeping Program	▪ Track the streets and lots that are swept each year. ▪ Maintain a log of the disposed materials	Department of Public Works
6-4 Implement Stormwater Pollution Prevention Plan	▪ Review the recommendations outlined in Table 5 of the SWPPP. ▪ Develop a schedule to implement these recommendations. ▪ Track progress in implementing recommendations.	Department of Public Works
6-5 Vehicle and Equipment Cleaning Policy	▪ Continue to wash vehicles and equipment indoors. ▪ Incorporate policy requirements into the DPW employee-training program. ▪ Construct a new wash bay.	Department of Public Works
6-6 Develop a Landscaping and Lawn Care Policy	▪ Develop and implement a landscaping and lawn care policy. ▪ Place policy in the DPW employee-training manual. ▪ Document employee training and periodic re-training.	Department of Public Works
6-7 Replace Stormwater Drainage System Along Summer Street	▪ Install new stormwater drainage system in Summer Street. ▪ Maintain records of water quality sampling from the detention basin.	Department of Public Works
6-8 Maintenance of the Detention Basin at Reed's Brook	▪ Develop a maintenance plan for the detention basin at the Reed's Brook site. ▪ Educate DPW employees on the proper maintenance of the detention basin and document training and periodic re-training. ▪ Maintain records of maintenance activities.	Department of Public Works

BMP**Measurable Goals****Responsible Parties**

6-9	Install Leaching Catch Basins In Spy Pond Watershed	▪ Develop plans for leaching catch basins. ▪ Install leaching catch basins.	Planning and Community Development Department Department of Public Works
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F. Storm Water Management Program TIME FRAMES

BMP ID #	PERMIT YEAR ONE			PERMIT YEAR TWO			PERMIT YEAR THREE			PERMIT YEAR FOUR			PERMIT YEAR FIVE							
	Spring 03	Summer 03	Fall 03	Winter 03-04	Spring 04	Summer 04	Fall 04	Winter 04-05	Spring 05	Summer 05	Fall 05	Winter 05-06	Spring 06	Summer 06	Fall 06	Winter 06-07	Spring 07	Summer 07	Fall 07	Winter 07-08
BMP 1-1																				
BMP 1-2	X	X	X		X	X	X		X	X	X		X	X	X	X		X	X	X
BMP 1-3					X				X				X	X				X		
BMP 1-4			X																	
BMP 1-5					X				X				X				X			
BMP 1-6											X									X
BMP 2-1		X	X																	
BMP 2-2																				
BMP 2-3	X				X				X				X			X				
BMP 2-4			X		X															
BMP 2-5	X				X				X				X			X				
BMP 2-6																				
BMP 2-7				X																
BMP 2-8										X				X						
BMP 3-1																				
BMP 3-2																				
BMP 3-3								X												
BMP 3-4																				
BMP 4-1									X											
BMP 4-2											X									
BMP 5-1						X														
BMP 6-1							X													
BMP 6-2																				
BMP 6-3																				
BMP 6-4			X																	
BMP 6-5							X								X					
BMP 6-6									X											
BMP 6-7																				
BMP 6-8					X															
BMP 6-9										X					X					

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