



Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Watershed Management

W035280

BRP WM 08A NPDES Stormwater General Permit

Transmittal Number

**Notice of Intent for Discharges from Small Municipal Separate
Storm Sewer Systems (MS4s)**

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:

Concord Public Works

Name

John Woodsmall, Public Works Engineer.

Owner Representative/SWPPP Coordinator

133 Keyes Road

Mailing Address

Concord

City/Town

(978) 318-3206

Telephone Number

MA

State

jwoodsmall@concordnet.org

Email (if available)

2. Municipality Name

Town of Concord

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:

Massachusetts Highway Route 2; Massachusetts Highway Route 2A; Massachusetts Reformatory (Mass. Department of Corrections); Hanscom Field

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



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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

Receiving Water:	No. of Outfalls	Listed as Impaired?	Impairment
Assabet River Name	14 Number	☒ Yes ☐ No	Nutrients, Organic Enrichment, Pathogens Specify
Sudbury River Name	4 Number	☒ Yes ☐ No	Metals Specify
Warner's Pond Name	6 Number	☒ Yes ☐ No	Metals, Noxious Aquatic Plants, Exotic Species Specify
Mill Brook Name	13 Number	☐ Yes ☒ No	Specify
Wetlands tributary to Bateman's Pond Name	3 Number	☐ Yes ☒ No	Specify
Kennedy's Pond Name	6 Number	☐ Yes ☒ No	Specify
Great Meadows Name	8 Number	☐ Yes ☒ No	Specify
Spencer Brook Name	1 Number	☐ Yes ☒ No	Specify
Jennie Dugan Creek Name	11 Number	☐ Yes X No	Specify
Elm Brook Name	2 Number	☐ Yes X No	Specify
Second Division Brook Name	2 Number	☐ Yes X No	Specify
Name	Number	☐ Yes ☐ No	Specify
Name	Number	☐ Yes ☐ No	Specify
Name	Number	☐ Yes ☐ No	Specify
Name	Number	☐ Yes ☐ No	Specify
Name	Number	☐ Yes ☐ No	Specify



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D. Stormwater Management Program Summary

1. Public Education:

1 BMP ID # Stormwater information page on Town of Concord website. Specify Best Management Practice	Concord Public Works (CPW) Responsible Dept./Person Name	Creation of website by end of year one. Specify Measurable Goal
2 BMP ID # Provide annual stormwater informational bill inserts. Specify Best Management Practice	CPW Responsible Dept./Person Name	Annual bill inserts to Water and Sewer customers. Specify Measurable Goal
3 BMP ID # Household hazardous waste collection days. Specify Best Management Practice	CPW Responsible Dept./Person Name	Hold twice a year, every year. Specify Measurable Goal
4 BMP ID # Provide stormwater information to businesses. Specify Best Management Practice	CPW Responsible Dept./Person Name	Provide yearly, jointly with business recycling mailings. Specify Measurable Goal
5 BMP ID # Provide informational brochures on recycling, household hazardous materials, composting, and water conservation. Specify Best Management Practice	CPW Responsible Dept./Person Name	Maintain at Town House and CPW Administrative building. Specify Measurable Goal
6 BMP ID # Hold "Conservation Coffees", informational and idea exchange sessions regarding maintenance of environmental quality. Specify Best Management Practice	Natural Resource Commission (NRC) Responsible Dept./Person Name	Hold monthly. Specify Measurable Goal
7 BMP ID # Provide informational brochures: Concord's Wetlands, Floodplains, & Riverfronts; Conservation Land Guide; Open Space Plan; and Concord's Mill Brook: Flowing Through Time. Specify Best Management Practice	NRC Responsible Dept./Person Name	Maintain at Town House and NRC office. Specify Measurable Goal



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D. Stormwater Management Program Summary (Cont.)

8

BMP ID #

Maintain affiliations with public
conservation groups (Green
People, Mill Brook Task Force,
Heywood Meadow Steward-
Ship Committee, Mattison
Field Stewardship Committee,
Open Space Task Force,
Walden Keeping Track,
White's Pond Advisory
Committee, Warner's Pond
Advisory Committee.

Specify Best Management Practice

NRC

Responsible Dept./Person Name

Maintain affiliations.

Specify Measurable Goal

2. Public Participation:

9

BMP ID #

Provide logistical support to
river, etc. clean-up days.

Specify Best Management Practice

CPW/NRC

Responsible Dept./Person Name

Provide support once a year,
on average.

Specify Measurable Goal

10

BMP ID #

Tag catch basins draining to
Mill Brook.

Specify Best Management Practice

NRC

Responsible Dept./Person Name

Tag 100% of catch basins to
Mill Brook by end of year 1.

Specify Measurable Goal

3. Illicit Discharge Detection and Elimination:

11

BMP ID #

Create GIS based Drainage
Map of entire Town.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

Create by year 2, maintain and
update as needed.

Specify Measurable Goal

12

BMP ID #

Town of Concord Public Storm
Drainage Connection Policy

Specify Best Management Practice

CPW

Responsible Dept./Person Name

In place; Enforce at all times.

Specify Measurable Goal

13

BMP ID #

Develop system to locate
priority areas of illicit conn.'s

Specify Best Management Practice

CPW

Responsible Dept./Person Name

System in place by end of year
2.

Specify Measurable Goal

14

BMP ID #

Develop procedure for
tracing source of illicit conn.'s

Specify Best Management Practice

CPW

Responsible Dept./Person Name

System in place by end of year
3.

Specify Measurable Goal



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D. Stormwater Management Program Summary (Cont.)

15

BMP ID #

Develop procedure for removing source of illicit/illegal discharges.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

System in place by end of year 4.

Specify Measurable Goal

16

BMP ID #

Develop procedure for evaluating the progress of the programs.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

System in place by end of year 4.

Specify Measurable Goal

17

BMP ID #

Implement BMPs 13-16.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

Begin implementation by start of year 2.

Specify Measurable Goal

18

BMP ID #

Develop Wastewater Master Plan.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

Complete creation by end of year 1.

Specify Measurable Goal

4. Construction Site Runoff Control:

19

BMP ID #

All projects required to file MA DEP Stormwater Mgmt. form.

Specify Best Management Practice

20

BMP ID #

Sediment and Erosion Control by-law for all construction.

Specify Best Management Practice

NRC

Responsible Dept./Person Name

100% Compliance for all work within Wetland Districts.

Specify Measurable Goal

21

BMP ID #

Site plan reviews.

Specify Best Management Practice

PD, NRC, CPW

Responsible Dept./Person Name

All site plans reviewed for water quality concerns.

22

BMP ID #

Public input on all proposed projects subject to local regulations.

Specify Best Management Practice

PD, NRC

Responsible Dept./Person Name

PB, ZBA, & NRC allow public comment on regulated projects.

Specify Measurable Goal



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W035280

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D. Stormwater Management Program Summary (Cont.)

23 BMP ID # Site inspection of construction projects. Specify Best Management Practice	Building Inspector (BI) Responsible Dept./Person Name	100% of construction sites receive a periodic visit by end of year 2. Specify Measurable Goal
24 BMP ID # All work within the public right of way is inspected to prevent erosion and sedimentation from washing in to the public way. Specify Best Management Practice	CPW Responsible Dept./Person Name	Minimize erosion and sedimentation from construction sites onto the public way. Specify Measurable Goal
25 BMP ID # Storm water pollution prevention training provided to Town's inspectors of construction sites. Specify Best Management Practice	CPW/BI/NRC Responsible Dept./Person Name	Pertinent employees receive storm water training upon completion of erosion control by-law. Specify Measurable Goal
5. Post Construction Runoff Control:		
26 BMP ID # MADEP Stormwater Standards 2,3,4 and 7. Specify Best Management Practice	NRC Responsible Dept./Person Name	100% Compliance for all work within wetlands jurisdiction. Specify Measurable Goal
27 BMP ID # Pre-construction review of regulated developments. Specify Best Management Practice	NRC/PD/CPW Responsible Dept./Person Name	100% of proposed regulated projects reviewed. Specify Measurable Goal
28 BMP ID # Massachusetts Wetland Protection Act. Specify Best Management Practice	NRC Responsible Dept./Person Name	100% of projects within wetland jurisdiction areas reviewed and permitted under the Act. Specify Measurable Goal
29 BMP ID # Inspection of regulated subdivisions. Specify Best Management Practice	NRC/CPW Responsible Dept./Person Name	100% of regulated subdivisions inspected to ensure proper construction of environmental protections and drainage utilities. Specify Measurable Goal



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D. Stormwater Management Program Summary (Cont.)

30

BMP ID #

Recommended list of BMPs to
be used in new construction to
be developed and provided to
potential developers.

Specify Best Management Practice

NRC/PD/CPW

Responsible Dept./Person Name

By end of year 2, a list has
been developed as guidance.
Specify Measurable Goal

31

BMP ID #

Subdivision Rules &
Regulations; Storm Drainage
Requirements

Specify Best Management Practice

PD/CPW

Responsible Dept./Person Name

Completed, evaluate yearly for
effectiveness
Specify Measurable Goal

6. Municipal Good Housekeeping:

32

BMP ID #

Cleaning of catch basins.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

25% of basins cleaned each
year.
Specify Measurable Goal

33

BMP ID #

Annual street sweeping.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

100% of streets are swept of
sand and sediments yearly.
Specify Measurable Goal

34

BMP ID #

Central Business District
(CBD) street sweeping.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

CBD swept weekly, weather
permitting, April to November.
Specify Measurable Goal

35

BMP ID #

Sewer main and manhole
cleanings go to WWTP.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

All cleanings are disposed of
at WWTP.
Specify Measurable Goal

36

BMP ID #

Composting facility, open to
public, accepts used paint.

Specify Best Management Practice

CPW

Responsible Dept./Person Name

Open to public once a week
from April through November.
Specify Measurable Goal

37

BMP ID #

Member of Minuteman
Regional Household
Hazardous Waste Facility.

Specify Best Management Practice

Board of Health (BOH)

Responsible Dept./Person Name

Maintain membership in this
regional facility.
Specify Measurable Goal



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D. Stormwater Management Program Summary (Cont.)

38

BMP ID #

CPW drainage maintenance
within the right of way
controlled by Drainage
Maintenance Permit, issued by
the NRC.

NRC/CPW

Responsible Dept./Person Name

Meet terms and conditions of
permit.

Specify Measurable Goal

Specify Best Management Practice

39

BMP ID #

Storm Water Pollution
Prevention Plan (SWPPP) and
Integrated Contingency Plan
(ICP) in place and in effect for
CPW facility.

CPW

Responsible Dept./Person Name

Maintain ICP and SWPPP,
review and update as needed.

Specify Measurable Goal

Specify Best Management Practice

40

BMP ID #

CPW operation employees
receive storm water, spill
control and prevention, and
wetlands training.

CPW

Responsible Dept./Person Name

100% of operations
employees receive training.

Specify Measurable Goal

Specify Best Management Practice

41

BMP ID #

Drainage system mapping and
GIS system will be used to
optimize catch basin cleaning
program.

CPW

Responsible Dept./Person Name

By year 5, catch basin
cleaning program has been
optimized.

Specify Measurable Goal

Specify Best Management Practice

42

BMP ID #

Use GIS/Drainage system
inventory/mapping to identify
catch basins in poor condition
and then repair and/or retrofit
those basins.

CPW

Responsible Dept./Person Name

Remove/Retrofit/Repair at
least 5 catch basins a year,
beginning in year 1.

Specify Measurable Goal

Specify Best Management Practice

7. BMPs for Meeting TMDL:

43

BMP ID #

NRC Order of Conditions,
Special Condition #27,
prohibits use of herbicides,
pesticides, or fertilizers within
all resource areas.

NRC

Responsible Dept./Person Name

In place, will enforce at all
times.

Specify Measurable Goal

Specify Best Management Practice



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Bureau of Resource Protection - Watershed Management

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BMP ID #

Specify Best Management Practice

Responsible Dept./Person Name

Specify Measurable Goal

E. Certification

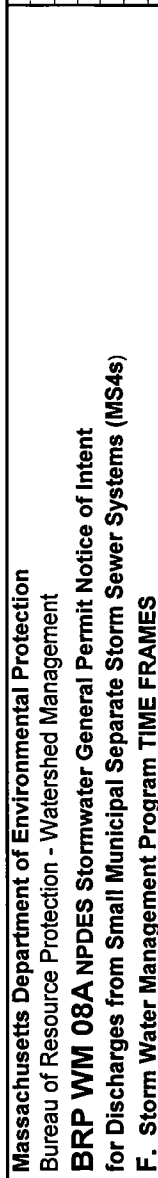
I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage 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.

Christopher Whelan, Town Manager
Printed Name

Signature

Date

2/19/04



F. Storm Water Management Program Time Frames

Page 1 of 1

BMP ID #	PERMIT YEAR ONE			PERMIT YEAR TWO			PERMIT YEAR THREE			PERMIT YEAR FOUR			PERMIT YEAR FIVE			Next Permit					
	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
1																					
2			X				X				X				X					X	
3	X		X		X		X		X		X		X			X				X	
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