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**Municipality/Organization:** City of Dover

**EPA NPDES Permit Number:** NHR041037

**MaDEP Transmittal Number:**

**Annual Report Number**

**& Reporting Period:** No. 7 March 09 – March 10

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** Dean Peschel

**Title:** Environmental Project Manager

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### 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, 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.

**Signature:**

**Printed Name:** J. Michael Joyal

**Title:** City Manager

**Date:** May 2, 2008

### Part III. Summary of Minimum Control Measures

#### 1. Public Education and Outreach

| BMP ID #   | BMP Description                | Responsible Dept./Person Name      | Measurable Goal(s)                                     | Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 8                                                     |
|------------|--------------------------------|------------------------------------|--------------------------------------------------------|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| A1 Revised | Establish Pollution Hotline    | Dean Peschel<br>Community Services | Trained secretaries who receive calls                  | Received no phone complaints                                                               | Continue to advertise existence of hotline in Community Notes and on City webpage      |
| A2 Revised | Community Cleanup              | Doug Steele<br>Community Services  | Hold 7 <sup>th</sup> & 8 <sup>th</sup> annual clean-up | Dover Main Street clean up, Kiwanis May 5, 2008                                            | Hold 8 <sup>th</sup> Dover Pride clean-up day, April 25, 2009                          |
| A3 Revised | Educational Video              | Seacoast NH Stormwater Coalition   | Show on local access<br>Converted to DVD               | Video shown on numerous occasions during May 2008                                          | Show video on local access TV.                                                         |
| A4 Revised | Publish Stormwater information | Community Services                 | Published articles                                     | Made several public presentations regarding stormwater, and subsequent press coverage.     | Hold meetings to educate public on stormwater utility issue                            |
| A5 Revised | Pet Waste and Storm Water      | Dean Peschel<br>NHDES              | Lower bacteria levels in unnamed brook                 | Added new pet waste stations and planning a dog park                                       | Continue to educate the public about pet waste storm water impacts and proper behavior |
| A6 Revised | Assist School in SW education  | Community Services and volunteers  | Make presentations in classroom                        | No school presentations in 2009                                                            | Make additional presentations to Dover Schools                                         |

#### 1a. Additions

|    |                            |                    |                                      |           |                                                     |
|----|----------------------------|--------------------|--------------------------------------|-----------|-----------------------------------------------------|
| A7 | Berry Brook Watershed Plan | Community Services | Improve water quality in Berry Brook | No action | Accept grant awards and begin implementing the plan |
|----|----------------------------|--------------------|--------------------------------------|-----------|-----------------------------------------------------|

## 2. Public Involvement and Participation

| BMP ID #      | BMP Description                                      | Responsible Dept./Person Name | Measurable Goal(s)                                                                                      | Progress on Goal(s) – Permit Year 7<br>(Reliance on non-municipal partners indicated, if any)                             | Planned Activities – Permit Year 8                                                                                |
|---------------|------------------------------------------------------|-------------------------------|---------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| B1<br>Revised | Storm Stencil                                        | Community Services            | Number completed 3 events                                                                               | No stenciling in 2009                                                                                                     |                                                                                                                   |
| B2<br>Revised | Sample outfall and other structures                  | Community Services            | Sampled<br>Great Bay Watch sampled and analyzed storm water outfalls and structures with DPW assistance | Approached Great Bay Watch Stewards re sampling. Awaiting invitation to the strategic plan meeting.<br>No samples in 2009 |                                                                                                                   |
| B3<br>Revised | Update Ordinances                                    | Planning<br>Steve Bird        | Ordinance facilitate compliance of NPDES regulations                                                    | Done                                                                                                                      |                                                                                                                   |
| B4<br>Revised | Establish Citizen Hotline                            | Community Services            | Number of calls 2                                                                                       | Same as A1                                                                                                                |                                                                                                                   |
| B5<br>Revised | Pet Waste Pilot Project                              | Dean Peschel<br>NHDES         | Lower bacteria in surface water                                                                         | Same as A5                                                                                                                | Continue to implement City wide pet waste program. Install new pet waste stations at parks with high dog activity |
| B6<br>Revised | Berry Brook Watershed Assessment and Management Plan | City of Dover<br>UNH<br>NHDES | Improved habitat and water quality                                                                      | Applied for NOAA grant funding for habitat restoration but did not receive funding                                        | Implement a LID program for the neighborhood using rain barrels, rain gardens and dry wells via NHDES grant       |

## 2a. Additions

|    |                               |          |                                                    |                                                  |                                                                                     |
|----|-------------------------------|----------|----------------------------------------------------|--------------------------------------------------|-------------------------------------------------------------------------------------|
| B7 | Willand Pond                  | Planning | Water quality improvement                          | Draft Management Plan completed                  | Finalize plan, design and permit solutions, find funds to implement recommendations |
| B8 | Add LID to zoning regulations | Planning | Better storm water management at development sites | Adopted LID language in ordinances and standards | Begin implementing                                                                  |



### 3. Illicit Discharge Detection and Elimination

| BMP ID #      | BMP Description                     | Responsible Dept./Person Name   | Measurable Goal(s)                               | Progress on Goal(s) – Permit Year 7<br>(Reliance on non-municipal partners indicated, if any)                              | Planned Activities – Permit Year 8                                                                                         |
|---------------|-------------------------------------|---------------------------------|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| C1<br>Revised | Storm water System Mapping          | Community Services              | Have completed map of system and keep maintained | Continue collection of infrastructure condition for storm drain system. Update system map as system grows and is repaired. | Continue collection of infrastructure condition for storm drain system. Update system map as system grows and is repaired. |
| C2<br>Revised | Establish Illicit Discharge Program | Community Services              | Establish Program and Implement                  | Removed 2 illicit sewer connections and tied to sanitary sewer                                                             | Continue to look for illicit connections and remediate.                                                                    |
| C3<br>Revised | Catch Basin Stenciling              | Community Services              | Same as B1                                       | Same as B1                                                                                                                 | Same as B1                                                                                                                 |
| C4<br>Revised | Update City Ordinance               | Community Services and Planning | Same as B3                                       | Completed                                                                                                                  | Same as B3                                                                                                                 |
| C5<br>Revised | Secure Funding                      | Community Services              | Find funding for programs                        | None                                                                                                                       | Apply for available funding opportunities that become available<br>Conduct Stormwater Feasibility Study.                   |
| Revised       |                                     |                                 |                                                  |                                                                                                                            |                                                                                                                            |

### 3a. Additions

|    |                                                                                 |                    |                                  |                                                          |                                                                        |
|----|---------------------------------------------------------------------------------|--------------------|----------------------------------|----------------------------------------------------------|------------------------------------------------------------------------|
| C6 | Participation in Seacoast Storm Water Coalition – development of NH IDDE Manual | Community Services | Distribution of published manual | Continued participation in Seacoast Stormwater Coalition | Continue participation in Seacoast Stormwater Coalition                |
| C7 | Include Berry Brook watershed as priority area in IDDE plan                     | Community Services | Remove bacterial sources         | Done                                                     | Continue to identify sources and remove Target pet owners in watershed |

#### 4. Construction Site Stormwater Runoff Control

| BMP ID #   | BMP Description                            | Responsible Dept./Person Name            | Measurable Goal(s)                                | Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 8                                                |
|------------|--------------------------------------------|------------------------------------------|---------------------------------------------------|--------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| D1 Revised | Review and Update Ordinances               | Community Services and Planning          | Have legal authority to enforce Phase II          | Planning Board Subcommittee investigating benefits and limitations of porous pavement      | Planning Board Subcommittee report findings to Planning Board re: porous pavement |
| D2 Revised | Develop Inspection Program                 | Community Services and Planning          | Site inspections to ensure compliance of Phase II | Engineering inspector inspects all sites for erosion control daily, weekly                 | Continue inspection program.                                                      |
| D3 Revised | Direct Contractors to Educations Materials | Community Services                       | Better compliance of BMP's                        | Engineering provides to developers and site contractors at pre-construction conference.    | Continue to educate community.                                                    |
| D4 Revised | Provide City Staff Training                | Community Services<br>Seacoast Coalition | Have educated workforce                           | Held training on Good Housekeeping at Dover DPW utilizing new manual in 2008               | Continue sending staff to educational opportunities regarding storm water.        |
| Revised    |                                            |                                          |                                                   |                                                                                            |                                                                                   |
| Revised    |                                            |                                          |                                                   |                                                                                            |                                                                                   |

#### 4a. Additions

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## 5. Post-Construction Stormwater Management in New Development and Redevelopment

| BMP ID #      | BMP Description                                     | Responsible Dept./Person Name   | Measurable Goal(s)                                          | Progress on Goal(s) – Permit Year 7<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                            | Planned Activities – Permit Year 8                                 |
|---------------|-----------------------------------------------------|---------------------------------|-------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|
| E1<br>Revised | Review and Update Ordinances                        | Community Services and Planning | Have City Ordinances that comply with Phase II requirements | Done                                                                                                                                                                                                                     |                                                                    |
| E2<br>Revised | Develop and Implement O & M Plans for Private Sites | Community Services and Planning | Design and implement program which tracks maintenance       | All approved site plans required to submit O & M plans to City and report annually to the City. Incorporate tracking system. Developed electronic tracking system to manage compliance for private site O&M plan in 2009 | Continue to require O & M plans at new sites and track compliance. |
| E3<br>Revised | Implement Inspection Program                        | Community Services              | Insure BMP are constructed to plan                          | The Engineering Technician inspects all sites for proper installation of BMP prior to issuance of Certificate of Occupancy                                                                                               | Continue to inspect sites.                                         |
| E4<br>Revised | Review and Update BMP List                          | Community Services              | Maintain BMP list                                           | Challenge design engineers to prepare effective stormwater system designs using appropriate BMP's                                                                                                                        | Continue.                                                          |
| Revised       |                                                     |                                 |                                                             |                                                                                                                                                                                                                          |                                                                    |
| Revised       |                                                     |                                 |                                                             |                                                                                                                                                                                                                          |                                                                    |

## 5a. Additions

|    |               |          |                          |                                                                                                |                                                 |
|----|---------------|----------|--------------------------|------------------------------------------------------------------------------------------------|-------------------------------------------------|
| E5 | Encourage LID | Planning | Improve site development | Made 1 presentations which highlighted LID as a desired outcome in future development projects | Educate and develop LID ordinances for adoption |
|    |               |          |                          |                                                                                                |                                                 |



## 6. Pollution Prevention and Good Housekeeping in Municipal Operations

| BMP ID #   | BMP Description                        | Responsible Dept./Person Name                        | Measurable Goal(s)                                    | Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)                                                                                                                   | Planned Activities – Permit Year 8                                                                                            |
|------------|----------------------------------------|------------------------------------------------------|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| F1 Revised | Create Storm Drain Inspection          | Community Services                                   | Have a record of system conditions                    | Continue to develop system and begin field data collection and input to software                                                                                                                             |                                                                                                                               |
| F2 Revised | Implement Inspection Program           | Community Services                                   | Collect data useful for prioritization of maintenance | Continued inspections while cleaning catch basins. 1373 basins cleaned and inspected in 2009                                                                                                                 | Continue inspections while cleaning catch basins 1450 basins                                                                  |
| F3 Revised | Create Street Sweeping Plan            | Community Services                                   | Cleaner storm system                                  | Continued street sweeping program.                                                                                                                                                                           | Continue street sweeping program.                                                                                             |
| F4 Revised | Implement Catch Basin Cleaning Program | Community Services                                   | Clean every catch basin once every 4 years            | Contracted catch basin cleaning. Completed cleaning of 1373 basins.                                                                                                                                          | Will contract out catch basin cleaning if successful in receiving funds in FY 2011 budget. 1450 basins projected for cleaning |
| F5 Revised | Establishment of Stormwater Utility    | Community Services<br>Seacoast storm water Coalition | Reliable funding source for stormwater system         | Issued RFQ for Stormwater Feasibility Study, Reviewed 12 proposals, interviewed 4 firms and selected GHD to conduct study. City Council established ad Hoc committee of stakeholders to participate in study | Conduct feasibility study to consider possible development of a Storm Water Utility.                                          |
| Revised    |                                        |                                                      |                                                       |                                                                                                                                                                                                              |                                                                                                                               |

## 6a. Additions

|    |                                                                        |                                |                                                                     |                                                                                         |                            |
|----|------------------------------------------------------------------------|--------------------------------|---------------------------------------------------------------------|-----------------------------------------------------------------------------------------|----------------------------|
| F6 | Explore use of salt brine                                              | Community Services             | Reduce amount of salt and sand used                                 | Have established conditions in which salt brine is effective                            | Continue use of salt brine |
| F7 | Provide DPW staff training for Pollution Prevention/good house keeping | Seacoast Storm Water Coalition | Improve staff understanding and performance of pollution prevention | Provided DPW staff training using NH manual developed by Seacoast Storm Water Coalition |                            |

**7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) < if applicable >**

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
|----------|-----------------|-------------------------------|--------------------|--------------------------------------------------------------------------------------------|------------------------------------|
| Revised  |                 |                               |                    |                                                                                            |                                    |
| Revised  |                 |                               |                    |                                                                                            |                                    |
| Revised  |                 |                               |                    |                                                                                            |                                    |
| Revised  |                 |                               |                    |                                                                                            |                                    |
| Revised  |                 |                               |                    |                                                                                            |                                    |
| Revised  |                 |                               |                    |                                                                                            |                                    |
| Revised  |                 |                               |                    |                                                                                            |                                    |

**7a. Additions**

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**7b. WLA Assessment**