



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

MAR 04 10 11

A.H.

W 036404

Transmittal Number

BRP WM 08A NPDES Stormwater General Permit

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:

City of Holyoke - Department of Public Works
Name

63 Canal Street
Mailing Address

Holyoke
City/Town

413-322-5645
Telephone Number

MA

State

fuquaw@ci.holyoke.ma.us
Email (if available)

2. Municipality Name

Holyoke
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:

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
Wetlands @ headwaters of Broad Brook	2 Number	☐ Yes ☒ No	Specify
Interm. branch of Broad Brook @ Forestdale Cem.	6 Number	☐ Yes ☒ No	Specify
Per. stream flowing south from Whiting St. Reservoir	1 Number	☐ Yes ☒ No	Specify
Day Brook	6 Number	☐ Yes ☒ No	Specify
Tannery Brook Rt. 202S to Sears parking lot	8 Number	☐ Yes ☒ No	Specify
Tannery Brook east branch	2 Number	☐ Yes ☒ No	Specify
Schoolhouse Brook west branch1	1 Number	☐ Yes ☒ No	Specify
Green Brook	9 Number	☐ Yes ☒ 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
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:

HOL-PE-1

BMP ID #

Stream BMP Letter

Specify Best Management Practice

Conservation / A. Zoeller

Responsible Dept./Person Name

Mail letters to abutters

Specify Measurable Goal

HOL-PE-1a

BMP ID #

Stream BMP Pamphlet

Specify Best Management Practice

Conservation / A. Zoeller

Responsible Dept./Person Name

Distribute 200 Pamphlets

Specify Measurable Goal

HOL-PE-2a

BMP ID #

Snow Handling Policy

Specify Best Management Practice

Conservation / A. Zoeller

Responsible Dept./Person Name

Policy Developed

Specify Measurable Goal

HOL-PE-2b

BMP ID #

Snow Handling Press Release

Specify Best Management Practice

Conservation / A. Zoeller

Responsible Dept./Person Name

Distribute to 10 Outlets

Specify Measurable Goal

HOL-PE-3

BMP ID #

Web Site

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Update Web Site

Specify Measurable Goal

HOL-PE-4

BMP ID #

Recycling Brochure

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Distribute 5000 Brochures

Specify Measurable Goal

HOL-PE-5

BMP ID #

Hazardous Waste Collection

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

One collection day/year

Specify Measurable Goal

HOL-PE-6

BMP ID #

**Bilingual Stormwater
Brochure**

DPW / W. Fuqua

Responsible Dept./Person Name

Distribute 5000 Brochures

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



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D. Stormwater Management Program Summary (Cont.)

2. Public Participation:

HOL-PP-1a

BMP ID #

**Storm Drain Stenciling
Development**

DPW / W. Fuqua

Responsible Dept./Person Name

Develop program – Year 1

Specify Measurable Goal

HOL-PP-1b

BMP ID #

Storm Drain Stenciling

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Stencil 50% inlets

Specify Measurable Goal

HOL-PP-1c

BMP ID #

**Storm Drain Stenciling
Maintenance**

DPW / W. Fuqua

Responsible Dept./Person Name

Develop Plan

Specify Measurable Goal

HOL-PP-2

BMP ID #

Stormwater Public Meeting

Specify Best Management Practice

Conservation/ A. Zoeller

Responsible Dept./Person Name

Host two meetings annually.

Specify Measurable Goal

3. Illicit Discharge Detection and Elimination:

HOL-IDD-1a

BMP ID #

Storm Drain Mapping

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Develop map – Year 1

Specify Measurable Goal

HOL-IDD-1b

BMP ID #

Outfall Inspections

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Inspect 20% outfalls annually

Specify Measurable Goal

HOL-IDD-1c

BMP ID #

**Stormwater Ordinance
Revision**

DPW / W. Fuqua

Responsible Dept./Person Name

Ordinance Reviewed

Specify Measurable Goal

HOL-IDD-1d

BMP ID #

Detection Plan

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Plan Completed

Specify Measurable Goal

HOL-IDD-1e

BMP ID #

**Elimination of Illicit
Connections**

DPW / W. Fuqua

Responsible Dept./Person Name

Eliminate 50% of Connections

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.)

4. Construction Site Runoff Control:

HOL-CSRC-1

BMP ID #

Erosion Control Ordinance

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Ordinance Reviewed

Specify Measurable Goal

HOL-CSRC-2a

BMP ID #

Inspection Plan

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Create Plan

Specify Measurable Goal

HOL-CSRC-2b

BMP ID #

Site Inspections

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

**Inspect 90% New
Construction**

5. Post Construction Runoff Control:

HOL-PCRC-1a

BMP ID #

Basin Inventory

Specify Best Management Practice

Conservation / A. Zoeller

Responsible Dept./Person Name

Inventory All Existing Basins

Specify Measurable Goal

HOL-PCRC-1b

BMP ID #

Annual Inspections

Specify Best Management Practice

Conservation / A. Zoeller

Responsible Dept./Person Name

Inspect 50% of Basins/yr.

Specify Measurable Goal

HOL-PCRC-1c

BMP ID #

Basin Inventory Follow-up

Specify Best Management Practice

Conservation / A. Zoeller

Responsible Dept./Person Name

**Letters to Non-Compliant
Owners**

HOL-PCRC-2

BMP ID #

Stormwater Ordinance

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Ordinance Reviewed

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



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Facility ID (if known)

D. Stormwater Management Program Summary (Cont.)

6. Municipal Good Housekeeping:

HOL-MGH-1

BMP ID #

Storm Drain Mapping

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Develop Map – Year 1

Specify Measurable Goal

HOL-MGH-2a

BMP ID #

Emergency Plans

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Revise Plan & Train

Specify Measurable Goal

HOL-MGH-2b

BMP ID #

Pollution Prevention Plan

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Offer Plan & Training

Specify Measurable Goal

HOL-MGH-3a

BMP ID #

**Catch Basin Cleaning
Program**

DPW / W. Fuqua

Responsible Dept./Person Name

Develop Plan

Specify Measurable Goal

HOL-MGH-3b

BMP ID #

**Catch Basin Cleaning
Program**

DPW / W. Fuqua

Responsible Dept./Person Name

Clean All Basins

Specify Measurable Goal

HOL-MGH-4a

BMP ID #

Street Sweeping Program

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Develop Plan

Specify Measurable Goal

HOL-MGH-4b

BMP ID #

Street Sweeping Program

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Sweep All Streets

Specify Measurable Goal

HOL-MGH-5

BMP ID #

Illegal Dumping Ordinance

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Review/Revise Ordinance

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



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Facility ID (if known)

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.

Michael J. Sullivan

Printed Name

Signature

3/7/03

Date



Massachusetts Department of Environmental Protection
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BRP WM 08A NPDES Stormwater General Permit Notice of Intent
for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)
F. Example Storm Water Management Program TIME FRAMES

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	
HOL-PE-1	X				X				X				X				X				
HOL-PE-1A																					
HOL-PE-2A																					
HOL-PE-2B			X				X								X				X		
HOL-PE-3																					
HOL-PE-4			X				X				X				X				X		
HOL-PE-5			X				X				X				X				X		
HOL-PE-6																					
HOL-PP-1A																					
HOL-PP-1B																					
HOL-PP-1C																					
HOL-PP-2																					
HOL-IDD-1A					X		X		X		X		X		X		X		X		
HOL-IDD-1B																					
HOL-IDD-1C																					
HOL-IDD-1D																					
HOL-IDD-1E																					
HOL-IDD-1F																					
HOL-IDD-1G																					
HOL-IDD-1H																					
HOL-IDD-1I																					
HOL-IDD-1J																					
HOL-IDD-1K																					
HOL-IDD-1L																					
HOL-IDD-1M																					
HOL-IDD-1N																					
HOL-IDD-1O																					
HOL-IDD-1P																					
HOL-IDD-1Q																					
HOL-IDD-1R																					
HOL-IDD-1S																					
HOL-IDD-1T																					
HOL-IDD-1U																					
HOL-IDD-1V																					
HOL-IDD-1W																					
HOL-IDD-1X																					
HOL-IDD-1Y																					
HOL-IDD-1Z																					
HOL-CSCR-1																					
HOL-CSCR-2A																					
HOL-CSCR-2B																					
HOL-PCRC-1A																					
HOL-PCRC-1B																					
HOL-PCRC-1C																					
HOL-PCRC-2																					
HOL-MGH-1																					
HOL-MGH-2A																					
HOL-MGH-2B																					
HOL-MGH-3A																					
HOL-MGH-3B																					
HOL-MGH-4A																					
HOL-MGH-4B																					
HOL-MGH-5																					

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Facility ID (if known)

Page 1 of 1

Stormwater Management Program Summary Supplement BMP Narrative

Stormwater Management Program Summary

1. Public Education:

HOL-PE-1

BMP ID #

Stream BMP Letter

Specify Best Management Practice

Conservation / A.
Zoeller

Mail letters to abutters

Specify Measurable Goal

Produce and distribute letter to all stream abutters within the MS4 outlining suitable BMP's and methods to protect streams

HOL-PE-1a

BMP ID #

Stream BMP Pamphlet

Specify Best Management Practice

Conservation / A.
Zoeller

Distribute 200 Pamphlets

Specify Measurable Goal

Prepare and distribute generic pamphlets outlining suitable BMP's and methods for protecting streams.

HOL-PE-2a

BMP ID #

Snow Handling Policy

Specify Best Management Practice

Conservation / A.
Zoeller

Policy Developed

Specify Measurable Goal

Develop and implement policy for the proper handling and storage of snow from parking lots and driveways. Policy shall include recommendations for lot sweeping and de-icing chemicals to employ.

HOL-PE-2b

BMP ID #

Snow Handling Press Release

Specify Best Management Practice

Conservation / A.
Zoeller

Distribute to 10 Outlets

Specify Measurable Goal

Distribute Snow Handling Policy Press Release to 10 local media outlets.

HOL-PE-3

BMP ID #

Web Site

Specify Best Management Practice

DPW / W. Fuqua
Responsible Dept./Person

Update Web Site

Specify Measurable Goal

Enhance the existing DPW web site to include a stormwater section highlighting Phase II requirements and activities.

HOL-PE-4

BMP ID #

Recycling Brochure

Specify Best Management Practice

DPW / W. Fuqua
Responsible Dept./Person

Distribute 5000 Brochures

Specify Measurable Goal

Develop and distribute brochure outlining City's existing recycling program.

HOL-PE-5

BMP ID #

Hazardous Waste Collection

Specify Best Management Practice

DPW / W. Fuqua
Responsible Dept./Person

One collection day/year

Specify Measurable Goal

Host Household Hazardous Collection Day for residential property owners

HOL-PE-6

BMP ID #

Bilingual Stormwater Brochure

Specify Best Management Practice

DPW / W. Fuqua
Responsible Dept./Person

Distribute 5000 Brochures

Specify Measurable Goal

Develop and distribute bi-lingual educational brochures to urban core population on illegal dumping in stormwater system.

2. Public Participation:

HOL-PP-1a

BMP ID #

Storm Drain Stenciling Development

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Develop program – Year 1

Specify Measurable Goal

Identify drains to be stenciled. Choose wording for stencil. Develop promotional and organizational literature to solicit program participation from local organizations.

HOL-PP-1b

BMP ID #

Storm Drain Stenciling

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Stencil 50% inlets

Specify Measurable Goal

Acquire materials and enlist two groups to perform stenciling program. Complete stenciling of 50% of all inlets

HOL-PP-1c

BMP ID #

Storm Drain Stenciling Maintenance

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Develop Plan

Specify Measurable Goal

Develop and implement on-going maintenance program repainting 25% of inlets annually.

HOL-PP-2

BMP ID #

Stormwater Public Meeting

Specify Best Management Practice

Conservation/ A. Zoeller

Responsible Dept./Person Name

Host two meetings annually.

Specify Measurable Goal

Host two public meetings per year on Phase II Permitting and BMP's

3. Illicit Discharge Detection and Elimination:

HOL-IDD-1a

BMP ID #

Storm Drain Mapping

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Develop map – Year 1

Specify Measurable Goal

Develop digital map of the stormwater system.

HOL-IDD-1b

BMP ID #

Outfall Inspections

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Inspect 20% outfalls annually

Specify Measurable Goal

Inspect and sample 20% of all stormwater outfalls each year. Prioritize problem areas.

HOL-IDD-1c

BMP ID #

Stormwater Ordinance Revision

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Ordinance Reviewed

Specify Measurable Goal

Review and revise existing stormwater ordinance to ensure adequate regulatory mechanisms are in place for stormwater management.

HOL-IDD-1d

BMP ID #

Detection Plan

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Plan Completed

Specify Measurable Goal

Develop and implement a plan to locate and identify illicit connections.

HOL-IDD-1e

BMP ID #

Elimination of Illicit Connections

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Eliminate 50% of Connections

Specify Measurable Goal

4. Construction Site Runoff Control:

HOL-CSRC-1

BMP ID #

Erosion Control Ordinance

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Ordinance Reviewed

Specify Measurable Goal

Review and revise existing erosion control ordinance.

HOL-CSRC-2a

BMP ID #

Inspection Plan

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Create Plan

Specify Measurable Goal

Create and implement a monitoring program to ensure compliance with Ordinances.

HOL-CSRC-2b

BMP ID #

Site Inspections

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Inspect 90% New Construction

Specify Measurable Goal

Inspect all new construction and document inspections.

BMP ID #

Specify Best Management Practice

Responsible Dept./Person Name

Specify Measurable Goal

5. Post Construction Runoff Control:

HOL-PCRC-1a

BMP ID #

Basin Inventory

Specify Best Management Practice

Conservation / A. Zoeller

Responsible Dept./Person Name

Inventory All Existing Basins

Specify Measurable Goal

Inventory all existing detention/retention basins. Compile all stormwater maintenance plans.

HOL-PCRC-1b

BMP ID #

Annual Inspections

Specify Best Management Practice

Conservation / A. Zoeller

Responsible Dept./Person Name

Inspect 50% of Basins/yr.

Specify Measurable Goal

Conduct on-site inspections of all Detention/Retention Basins

HOL-PCRC-1c

BMP ID #

Basin Inventory Follow-up

Specify Best Management Practice

Conservation / A. Zoeller

Responsible Dept./Person Name

Letters to Non-Compliant Owners

Specify Measurable Goal

Send enforcement letters to non-compliant basin owners.

HOL-PCRC-2

BMP ID #

Stormwater Ordinance

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Ordinance Reviewed

Specify Measurable Goal

Review and revise the existing stormwater ordinance

6. Municipal Good Housekeeping:

HOL-MGH-1

BMP ID #

Storm Drain Mapping

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Develop Map – Year 1

Specify Measurable Goal

Develop digital map of the stormwater system.

HOL-MGH-2a

BMP ID #

Emergency Plans

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Revise Plan & Train

Specify Measurable Goal

Revise existing DPW Stormwater Pollution Prevention Plan, Emergency Action Plan, Emergency Response Plan, Oil Spill Prevention Plan and Environmental Compliance Plan and retrain employees.

HOL-MGH-2b

BMP ID #

Pollution Prevention Plan

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Offer Plan & Training

Specify Measurable Goal

Provide existing DPW Stormwater Pollution Prevention Plan to other City departments for adoption.

HOL-MGH-3a

BMP ID #

Catch Basin Cleaning Program

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Develop Plan

Specify Measurable Goal

Develop and implement basin-cleaning schedule.

HOL-MGH-3b

BMP ID #

Catch Basin Cleaning Program

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Clean All Basins

Specify Measurable Goal

Inspect, inventory and clean 30% of basins annually.

HOL-MGH-4a

BMP ID #

Street Sweeping Program

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Develop Plan

Specify Measurable Goal

Develop and implement street sweeping program to ensure all streets in the system are swept annually.

HOL-MGH-4b

BMP ID #

Street Sweeping Program

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Sweep All Streets

Specify Measurable Goal

Swept all streets each year.

HOL-MGH-5

BMP ID #

Illegal Dumping Ordinance

Specify Best Management Practice

DPW / W. Fuqua

Responsible Dept./Person Name

Review/Revise Ordinance

Specify Measurable Goal

Review and revise the existing ordinances