



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)

Transmittal Number

Facility ID (if known)

1223

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:

Town of Stow Highway Department

Name

P.O. Box 23

Mailing Address

Stow

City/Town

978-897-8071

Telephone Number

MA 01775

State

selectmen@ci.stow.ma.us

Email (if available)

Bruce Fletcher - Cassin Superintendent of Streets

2. Municipality Name

Town of Stow

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:

Mass. Firefighting Academy; MassDEM State Forest; US Fish and Wildlife reserve

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
Minister's Pond	2	☐ Yes ☒ No	Specify _____
Name _____	Number _____		
Heath Hen Meadow Brook	3	☐ Yes ☒ No	Specify _____
Name _____	Number _____		
Elizabeth Brook	6	☐ Yes ☒ No	Specify _____
Name _____	Number _____		
Assabet River	5	☐ Yes ☒ No	Specify _____
Name _____	Number _____		
Lake Boon	1	☒ Yes ☐ No	Phosphorus
Name _____	Number _____		Specify _____
U-10-67 tributary to Elizabeth	2	☐ Yes ☒ No	Specify _____
Name _____	Number _____		
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 _____
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:

1-1

BMP ID #

Storm water flyer to residents
Specify Best Management Practice

SuAsCo & Selectmen

Responsible Dept./Person Name

flyer distributed to 75% of
residents, consider results

Measurable Goal

2-1

BMP ID #

Lesson plan for 5th-graders
Specify Best Management Practice

SuAsCo & Selectmen

Responsible Dept./Person Name

develop & distribute & taught
in 1 or more 5th grade classes

Measurable Goal

3-1

BMP ID #

Flyer to Businesses
Specify Best Management Practice

SuAsCo & Selectmen

Responsible Dept./Person Name

distribute to at least 50% of
businesses, 1/2 display logo

Measurable Goal

4-1

BMP ID #

Media Campaign
Specify Best Management Practice

SuAsCo & Selectmen

Responsible Dept./Person Name

info packet to media, 4 press
releases issued

Measurable Goal

5-1

BMP ID #

Storm water video
Specify Best Management Practice

SuAsCo & Selectmen

Responsible Dept./Person Name

show video at public meeting,
& air on cable station

Measurable Goal

2. Public Participation:

1-2

BMP ID #

Traveling Display
Specify Best Management Practice

SuAsCo & Selectmen

Responsible Dept./Person Name

display circulated for 3 months
& posted in 3 public places

Measurable Goal

2-2

BMP ID #

Poster contest for 5th graders
Specify Best Management Practice

SuAsCo & Selectmen

Responsible Dept./Person Name

Poster contest held, receipts
judged and displayed

Measurable Goal

3-2

BMP ID #

Photo Contest for High School
Specify Best Management Practice

SuAsCo & Selectmen

Responsible Dept./Person Name

Photo contest held, receipts
judged and displayed

Measurable Goal

4-2

BMP ID #

Stormwater Summit Special
Specify Best Management Practice

SuAsCo & Selectmen

Responsible Dept./Person Name

Advertise and hold multi-town
Stormwater Summit

Measurable Goal

5-2

BMP ID #

Participate in Super Summit,
assess public awareness

SuAsCo & Selectmen

Responsible Dept./Person Name

Self-test distributed to 75% of
residents, consider results

Measurable Goal



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D. Stormwater Management Program Summary (Cont.)

3. Illicit Discharge Detection and Elimination:

1-3 BMP ID # Provide written instructions to cb cleaning contractors in RFP	Highway Department Responsible Dept./Person Name	Illicit connection ID written <u>plan issued to contractors</u> <i>Measurable Goal</i>
2-3 BMP ID # Develop a map of drainage systems and outfalls	Highway Department Responsible Dept./Person Name	<u>map completed</u> Specify Measurable Goal
3-3 BMP ID # Bylaw making non-storm water discharges & dumping illegal	Planning Board Responsible Dept./Person Name	bylaw presented to Town Meeting
4-3 BMP ID # Outfall screening & plan for public reporting	Highway Dept. & Board of Health	Publish where to report & test outfall waters
5-3 BMP ID # Household Hazardous Waste Collection Days	Board of Health Responsible Dept./Person Name	Included in annual budget for Town Meeting

4. Construction Site Runoff Control:

1-4 Bylaw covering runoff & waste on 1-5 acre construction sites	Planning Board & Cons Com Responsible Dept./Person Name	subcommittee established to review existing laws and regs
2-4 BMP ID # Ensure site plan reviews consider water quality	same as above Responsible Dept./Person Name	Site plan review procedure in place
3-4 BMP ID # Develop means to consider reports received from public	same as above Responsible Dept./Person Name	Written procedure in place Specify Measurable Goal
4-4 BMP ID # Same as 1-4 Specify Best Management Practice	same as above Responsible Dept./Person Name	subcommittee drafts bylaw and presents to Planning Bd.
5-4 BMP ID # Same as 1-4 Specify Best Management Practice	same as above Responsible Dept./Person Name	Bylaw presented to TM for approval



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D. Stormwater Management Program Summary (Cont.)

5. Post Construction Runoff Control:

1-5

BMP ID #

Develop a program to address
runoff from new developments

Planning Bd & Cons Com
jointly

Appoint a committee to study
existing control, make proposal

2-5

BMP ID #

Same
Specify Best Management Practice

Same as above
Responsible Dept./Person Name

Preliminary report from
committee to Joint boards

3-5

BMP ID #

Develop BMP strategies
appropriate to Stow

same as above
Responsible Dept./Person Name

Stow-appropriate structural
BMP list presented & distributed

4-5

BMP ID #

Regulatory changes to
address runoff

same as above
Responsible Dept./Person Name

proposed bylaw and rule
changes proposed by committee

5-5

BMP ID #

Long-term maintenance of
BMPs

Board of Selectmen
Responsible Dept./Person Name

Town departments adopt plan
Specify Measurable Goal

6. Municipal Good Housekeeping:

1-6

BMP ID #

Pollution prevention plan for
maintenance operations

Highway Department
Responsible Dept./Person Name

Official adoption, posting &
train with accepted techniques

2-6

BMP ID #

Develop inspection
procedures of structural BMPs

Highway Department
Responsible Dept./Person Name

Plan written and implemented
Specify Measurable Goal

3-6

BMP ID #

Formalize pollution controls for
streets, lots, and yards

Highway Department
Responsible Dept./Person Name

Plan written and implemented
of annual catch basin cleaning

4-6

BMP ID #

Year-round sweeping program
Specify Best Management Practice

Highway Department
Responsible Dept./Person Name

Plan written & documentation
of year-round street sweeping

5-6

BMP ID #

Pollution prevention from ball
field runoff

Recreation Comm
Responsible Dept./Person Name

Include requirement in RFP to
meet DEP standards



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D. Stormwater Management Program Summary (cont.)

7. BMPs for Meeting TMDL:

1-7 BMP ID # Install structural BMP at outfalls to Lake Boon	Highway Dept. Responsible Dept./Person Name	Survey and ID any outfalls to Lake Boon
2-7 BMP ID # Same Specify Best Management Practice	same Responsible Dept./Person Name	propose schedule of funding for structural BMPs
3-7 BMP ID # same Specify Best Management Practice	same Responsible Dept./Person Name	Install at least 1/3 of required BMPs
4-7 BMP ID # same Specify Best Management Practice	same Responsible Dept./Person Name	Install at least 2/3 of required BMPs
5-7 BMP ID # same Specify Best Management Practice	same Responsible Dept./Person Name	Complete installation of required BMPs

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.

William Wrigley, Town Administrator

Printed Name

Signature

7/11/03
Date



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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			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
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