

MAR041169 Sp



Hand-enter Your Transmittal Number

W 041312

Transmittal Number

Your unique Transmittal Number can be accessed online: <http://www.state.ma.us/scripts/dep/trasmfrm.stm> or call DEP's InfoLine at 617-338-2255 or 800-462-0444 (from 508, 781, and 978 area codes).

## Massachusetts Department of Environmental Protection

### Transmittal Form for Permit Application and Payment

1. Please type or print. A separate Transmittal Form must be completed for each permit application.

2. Make your check payable to the Commonwealth of Massachusetts and mail it with a copy of this form to:  
DEP, P.O. Box 4062, Boston, MA 02211.

3. Three copies of this form will be needed.

**Copy 1 - the original must**  
accompany your permit application.  
**Copy 2 must**  
accompany your fee payment.  
**Copy 3** should be retained for your records

4. Both fee-paying and exempt applicants must mail a copy of this transmittal form to DEP, P.O. Box 4062, Boston, MA 02211

**For DEP Use Only**  
Permit No. \_\_\_\_\_  
Rec'd Date \_\_\_\_\_  
Reviewer \_\_\_\_\_

#### A. Permit Information

B R P WM 08A

Permit Code: 7 or 8 character code from permit instructions

NPDES Stormwater Gen. Permit

Name of Permit Category

Type of Project or Activity

#### B. Applicant Information – Firm or Individual

Town of Wayland

Name of Firm - Or, if party needing this approval is an individual enter name below:

Attn: R. Her

Jeff

JUL 31 2003

MI

Last Name of Individual

First Name of Individual

Street Address

Wayland

MA

01778

MUNICIPAL ASSISTANCE UNIT

City/Town

Jeff R. Her

Zip Code

508-358-3620

Contact Person

e-mail address (optional)

#### C. Facility, Site or Individual Requiring Approval

Town of Wayland

Name of Facility, Site or Individual

DEP Facility Number (if Known)

Federal I.D. Number (if Known)

Street Address

e-mail address (optional)

City/Town

State

Zip Code

Telephone # and extension

#### D. Application Prepared by (if different from Section B)

Brian Monahan - Cons. Adm.

Name of Firm Or Individual

41 Cochituate Road

Address

Wayland, MA

01776

508-358-3669

City/Town

State

Zip Code

Telephone # and extension

Contact Person

LSP Number (21E only)

#### E. Permit - Project Coordination

Is this project subject to MEPA review?  yes  no If yes, enter the project's EOEA file number - assigned when an Environmental Notification Form is submitted to the MEPA unit: EOEA file number \_\_\_\_\_  
Is an Environmental Impact Report Required?  yes  no  
Is this application part of a larger project for which two or more DEP permits are being or will be sought?  yes  no

List any other DEP permits that apply to this project:

Permit Category	Date of Submission (tentative or actual)	Transmittal # if application already submitted

#### F. Amount Due

##### Special Provisions:

Fee Exempt\* (city, town or municipal housing authority )(state agency if fee is \$100 or less)  
 Hardship Request - payment extensions according to 310 CMR 4.04(3)(c)  
 Alternative Schedule Project (according to 310 CMR 4.05 and 4.10)

\*There are no fee exemptions for 21E, regardless of applicant status

Check Number

Dollar Amount

Date

Please make check payable to the Commonwealth of Massachusetts and mail check and one copy of this form to:  
DEP, P.O. Box 4062, Boston, MA 02211



## Massachusetts Department of Environmental Protection

Bureau of Resource Protection - Watershed Management

## BRP WM 08A NPDES Stormwater General Permit Notice of Intent

## **F. Town of Wayland Storm Water Management Program TIME FRAMES**



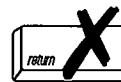
**Massachusetts Department of Environmental Protection**  
Bureau of Resource Protection - Watershed Management  
**BRP WM 08A NPDES Stormwater General Permit**  
**Notice of Intent for Discharges from Small Municipal Separate  
Storm Sewer Systems (MS4s)**

W 04/312  
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:

Town of Wayland

Name

Mailing Address

41 Cochituate Road

City/Town

508-358-3620

Telephone Number

MA

State

Email (if available)

2. Municipality Name

Town of Wayland

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:

Wayland Land Fill; MHD - State Route 20

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



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)

W041812  
Transmittal Number

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**Facility ID (if known)**

## **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**



**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)**

W 041312  
Transmittal Number

Facility ID (if known)

**D. Stormwater Management Program Summary**

**1. Public Education:**

1 BMP ID #	Standard Notice Specify Best Management Practice	All Depts./B. Monahan Responsible Dept./Person Name	1 Specify Measurable Goal
2 BMP ID #	Strmwtr Flyer Specify Best Management Practice	TBA Responsible Dept./Person Name	Specify Measurable Goal
3 BMP ID #	Business Flyer Specify Best Management Practice	TBA Responsible Dept./Person Name	Specify Measurable Goal
4 BMP ID #	Integrate Stm Wtr into Other Activities	TBA Responsible Dept./Person Name	Specify Measurable Goal
5 BMP ID #	Strm Wtr Video Specify Best Management Practice	TBA Responsible Dept./Person Name	Specify Measurable Goal

**2. Public Participation:**

1 BMP ID #	Tax Bill Insert Specify Best Management Practice	TBA Responsible Dept./Person Name	Specify Measurable Goal
2 BMP ID #	Web Page Specify Best Management Practice	TBA/ConCom Responsible Dept./Person Name	Specify Measurable Goal
3 BMP ID #	Storm Water Summit Specify Best Management Practice	ConCom/TBA 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



## 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)

W 04/31/2  
Transmittal Number

Facility ID (if known)

### D. Stormwater Management Program Summary (Cont.)

#### 3. Illicit Discharge Detection and Elimination:

1 BMP ID #	Develop Storm Water Map Specify Best Management Practice	Conservation/B. Monahan and others	Updated GIS System Specify Measurable Goal
2 BMP ID #	Storm Water Bylaw Specify Best Management Practice	Conservation & Others Responsible Dept./Person Name	Present Bylaw to Town Meeting
3 BMP ID #	Develop System to Monitor Specify Best Management Practice	B.O.S. & Others Responsible Dept./Person Name	Specify Measurable Goal
4 BMP ID #	Employee Training Specify Best Management Practice	TBA Responsible Dept./Person Name	Specify Measurable Goal
5 BMP ID #	Stndrds under Wetlands Bylay Specify Best Management Practice	ConCom Responsible Dept./Person Name	Specify Measurable Goal

#### 4. Construction Site Runoff Control:

1 BMP ID #	Establish Program Specify Best Management Practice	TBA Responsible Dept./Person Name	Specify Measurable Goal
2 BMP ID #	Est. Requirements for Cons. Sites	TBA Responsible Dept./Person Name	Specify Measurable Goal
3 BMP ID #	Coordinate Insp/Enforce Specify Best Management Practice	ConCom Responsible Dept./Person Name	Specify Measurable Goal
4 BMP ID #	Public Input System Specify Best Management Practice	TBA Responsible Dept./Person Name	Specify Measurable Goal
BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal



**Massachusetts Department of Environmental Protection**  
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Facility ID (if known)

## **D. Stormwater Management Program Summary (Cont.)**

### **5. Post Construction Runoff Control:**

<u>1</u> BMP ID #	<u>TBA</u> Responsible Dept./Person Name	Specify Measurable Goal
<u>Stm Wtr Management</u> Specify Best Management Practice		
<u>2</u> BMP ID #	<u>TBA</u> Responsible Dept./Person Name	Specify Measurable Goal
<u>Explore Regulatory Tools</u> Specify Best Management Practice		
<u>3</u> BMP ID #	<u>TBA</u> Responsible Dept./Person Name	Specify Measurable Goal
<u>Specify Best Management Practice</u>		
<u>3</u> BMP ID #	<u>TBA</u> Responsible Dept./Person Name	Specify Measurable Goal
<u>Coordinate Review</u> Specify Best Management Practice		
<u>BMP ID #</u>	<u>Plng/ConCom and Others</u> Responsible Dept./Person Name	Specify Measurable Goal
<u>Specify Best Management Practice</u>		
	<u>Responsible Dept./Person Name</u>	Specify Measurable Goal

### **6. Municipal Good Housekeeping:**

<u>1</u> BMP ID #	<u>TBA</u> Responsible Dept./Person Name	Specify Measurable Goal
<u>Road Maintenance Practices</u> Specify Best Management Practice		
<u>2</u> BMP ID #	<u>B.O.H.</u> Responsible Dept./Person Name	Specify Measurable Goal
<u>Landfill SWPP</u> Specify Best Management Practice		
<u>3</u> BMP ID #	<u>All Applicable Depts.</u> Responsible Dept./Person Name	Specify Measurable Goal
<u>Board/Comms/Staff SWMP</u> Eval		
<u>4</u> BMP ID #	<u>TBA</u> Responsible Dept./Person Name	Specify Measurable Goal
<u>Record Depository</u> Specify Best Management Practice		
<u>5</u> BMP ID #	<u>TBA</u> Responsible Dept./Person Name	Specify Measurable Goal
<u>Staff, et. al. Annual Training</u> Specify Best Management Practice		



**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)**

W 04/3/2  
Transmittal Number

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.

Jeff Ritter, Executive Secretary

Printed Name

Signature

7/30/03  
Date

**Phase II Storm Water Management Plan Outline  
Town of Wayland SWMP  
July, 2003 through July 2008**

**Introduction:** The Wayland Storm Water Management Plan is designed to reduce the discharge of pollutants from the municipal separate storm sewer systems (Ms4) to the maximum extent practicable (MEP), to protect water quality, and to satisfy the appropriate water quality requirements of the Clean Water Act.

**Regulatory filing deadline is: July 30, 2003.**

Program is a five (5) year cycle. The year will be measured from the actual date of the General Permit – July 30, 2003. Program minimum measures and best management practices (BMPs) are outlined in this document.

**Public Education and Outreach on Storm Water Impacts (PEO)**

**Summary of Requirements:**

- Implement a public education program to distribute education materials to the community or
- Conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants in storm water runoff

**Proposed BMPs:**

BMP PEO-1: Develop a standard notice for all Boards, Commission's, Committees, and Departments to consider using when providing public notice for hearings and meetings specifically noting storm water related considerations for applicable projects or hearings. **Permit Year 1**

BMP PEO-2: Stormwater Flyer: Utilize Stormwater flyer prepared by others (SUASCO?/DEP) modified for the Town of Wayland and distribute through: mailings, web site notice, and at various locations throughout the Town such as the Town Building foyer, library, permitting locations, and the like. **Permit Years 2 – 5**

BMP PEO-3: Prepared and distribute public information material for community businesses. **Permit Years 3-5**

BMP PEO-4: Integrate storm water educational component into other planned activities such as Trail Day, Earth Day or other town-wide activities. **Permit Years 3-5**

BMP PEO-5: Storm water video (SUASCO?) **Permit Years 2-5** (depends upon availability of video to be prepared by others.)

BMP PEO-6: Prepare an educational program to be coordinated with Wayland Public Schools

## **DRAFT**

### Town of Wayland Storm Water Management Plan

#### Page 2 of 5

BMP PEO-7: Prepare narrative to be included in document distributed to all households, i.e. tax bill or other appropriate notice on storm water issues on an annual basis.

#### **Permit Years 1-5**

BMP PEO-8: Prepare a summary of activities to be presented at the Board of Selectmen's Annual Summit. **Permit Years 2-5**

BMP PEO-9: Prepare informational brochure for discharges from residential properties for swimming pools. **Permit Years 4-5**

#### Public Participation (PP)

#### **Summary of Requirements:**

- Comply with State and local notice requirements when implementing a public involvement/participation program.

#### **Proposed BMPs:**

BMP PP-1: Modify Hearing Notices to include standard notice with respect to Storm Water for any applicable department such as the Conservation Commission and others as may be involved.

#### **Permit Years 2-5**

BMP PP-2: Create and maintain a component of the Town of Wayland web page with information and notices regarding storm water. Define who will maintain. Subject to availability of staff and/or funding. **Permit Years 1-5**

BMP PP-3 Convene storm water summit (public meeting with applicable notice) on at least an annual basis with all applicable Boards, Commissions, Committees, and Departments. **Permit Years 1-5**

#### Illicit Discharge Detection and Elimination (IDE)

#### **Summary of Requirements:**

- Develop, implement and enforce a program to detect and eliminate illicit discharges into the MS4.
- Develop, if not already completed, a storm water system map, showing the location of all outfalls and the names and location of all waters of the United States that receive discharges from those outfalls.
- To the extent allowable under State, or local law, effectively prohibit, through ordinance, or other regulatory mechanism, non-storm water discharges into the storm sewer system and implement appropriate enforcement procedures and actions.
- Develop and implement a plan to detect and address non-storm water discharges, including illegal dumping, into the storm water system.
- Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste.

#### **Proposed BMPs**

**DRAFT**

Town of Wayland Storm Water Management Plan  
Page 3 of 5

BMP IDE-1: Develop storm water system map, showing the location of all outfalls and the names and location of all waters of the United States that receive discharges from those outfalls.

**Permit Years 1-2**

BMP IDE-2: Develop a storm water bylaw that includes provisions to address illicit discharges to the storm water drainage system. **Permit Years 2-4**

BMP IDE-3: Create a system that provides for monitoring of storm water outfalls during dry flow periods to detect any illicit discharges. **Permit Years 3-5**

BMP IDE-4: Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste. **Permit Years 2-5**

BMP IDE-5: Develop applicable storm water standards under the Wetlands Bylaw **Permit Years 2-4**

BMP IDE-6: Investigate contribution of sprinkler systems to illicit runoff. **Permit Years 4-5**

Construction site storm water runoff control (CSW)

**Summary of Requirements:**

- Develop, implement, and enforce a program to reduce pollutants in any storm water runoff to the MS4 from construction activities that result in a land disturbance of greater than or equal to one acre.
- Develop and implement a by-law, or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under State or local law.
- Develop requirements for construction site operator to implement appropriate erosion and sediment control best management practices (BMPs).
- Develop requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site that may cause adverse impacts to water quality.
- Develop procedures for site plan review, which incorporate consideration of potential water quality impacts.
- Develop procedures for receipt and consideration of information submitted by the public.
- Develop procedures for site inspection and enforcement of control measures.

**Proposed BMPs:**

BMP CSW-1: Coordinate the development, implementation and subsequent enforcement of a program to reduce pollutants in any storm water runoff to the MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. **Permit Years 1-5**

BMP CSW-2: Develop requirements for construction site operator to implement appropriate erosion and sediment control best management practices (BMPs). **Permit Year 2**

**DRAFT**

Town of Wayland Storm Water Management Plan  
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BMP CSW-3: Coordinate procedures for site inspection and enforcement of control measures among applicable departments including preparation of a standardized reporting format to track such efforts. **Permit Years 2-5**

BMP CSW-4: Develop procedures for receipt and consideration of input on problem areas submitted by the public. **Permit Years 3-5**

**Post-Construction Storm Water Management (PCS)**

**Summary of Requirements:**

- Develop and implement strategies, which include a combination of structural and/or non-structural best management practices (BMPs) appropriate for Wayland.
- Use a by-law or other appropriate regulatory mechanism to address post-construction runoff from new development and redevelopment to the maximum extent allowable under State and local laws.
- Ensure adequate long-term operation and maintenance of BMPs.

**Proposed BMPs:**

BMP PCS-1: Develop and implement strategies, which include a combination of structural and/or non-structural best management practices (BMPs) appropriate for Wayland.

BMP PCS-2: Draft an appropriate regulatory mechanism to address post-construction runoff from new development and redevelopment to the maximum extent allowable under State and local laws.

BMP PCS-3: Coordinate various Board reviews of proposed drainage for new development and redevelopment including developing some minimum standards such as the DEP 1997 Stormwater Policy, March 1997 "Stormwater Technical Handbook" or a similar guidance document. **Permit Years 1-5**

**Good Housekeeping (GH):**

**Summary of Requirements:**

- Develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations.
- Employee training to prevent and reduce storm water pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance.

**Proposed BMPs:**

**DRAFT**

**Town of Wayland Storm Water Management Plan**  
**Page 5 of 5**

BMP GH-1: Develop controls for reducing or eliminating the discharge of pollutants from streets, roads, highways, municipal parking lots, maintenance and storage yards, fleet or maintenance shops with outdoor storage areas, salt/sand storage locations and snow disposal areas.

BMP GH-2: Incorporate B.O.H./Landfill Storm Water Pollution Plan (SWPP) components into overall SWMP.

BMP GH-3: Develop format for all Boards, Commissions, Committees, and Departments, as applicable, to evaluate the impact of the SWMP and effectiveness of applicable BMPs. **Permit Years 2-4**

BMP GH-4: Preparation of record depository and preparation of required annual report to DEP and EPA. **Permit Years 2-5**

BMP GH-5: Develop an annual training program for all applicable town departments and personnel. **Permit Year 2**

BMP GH-6: Conduct annual workshop for applicable town departments/boards/commissions and personnel. **Permit Years 2-5**