



Hand-enter Your Transmittal Number

1232
W 035577

Your unique Transmittal Number can be accessed through DEP's web site or by calling the DEP InfoLine as listed on the last page of this document

Massachusetts Department of Environmental Protection Transmittal Form for Permit Application and Payment

Instructions

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

2. Your check should be made payable to the Commonwealth of Massachusetts. Please mail your check along with a copy of this form to: DEP, P.O. Box 4062, Boston, MA 02211.

3. Three (3) 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. Application Information

DEP Permit Code (the 7 or 8 character code from first page of permit application instructions):
BRPWM08A

Name of Permit Category:

NPDES Stormwater Gen Permit Notice of Intent for Discharges from Small MS4s

Type of Project or Activity:

Municipal Small MS4 NPDES Phase II 5-Year Stormwater Management Plan

B. Applicant Information (Firm or Individual)

Name of Firm:

Town of Westford, Massachusetts

Or, if party needing this approval is clearly an individual:

Individual's Last Name:	First Name	MI
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Street Address
55 Main Street

City/Town
Westford

State
MA

Zip Code
01886

Telephone Number
(978) 692-5520 ext.

Contact:

Mark Hamel

e-mail address (optional)

Mhamel@westford.mec.edu

C. Facility, Site or Individual Requiring Approval

Name of Facility, Site or Individual
Town of Westford

DEP Facility Number (if Known)

Street Address
55 Main Street

e-mail address:
(optional)

City/Town
Westford

State
MA

Zip Code
01886

Telephone Number
(978) 692-5520 ext.

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

Name of Individual or Firm:

Vannasse Hangen Brustlin, Inc.

Address

101 Walnut Street, P.O. Box 9151

City/Town
Watertown

State
MA

Zip Code
02471 9151

Telephone Number
(617) 924-1770 ext.

Contact:

Bethany Eisenberg

LSP Number (21E only)

E. Permit - Project Coordination

Is this project subject to MEPA review? ☐ yes ☒ no

If yes, indicate the project's EOE file number (assigned when an Environmental Notification Form is submitted to the MEPA unit)
EOEA # _____

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 Number (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 #: N/A	Dollar Amount: N/A	Date: March 10, 2003
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 for Discharges from Small Municipal Separate
Storm Sewer Systems (MS4s)**

W035577

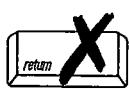
Transmittal Number

MAV000007449

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 Westford - JAMES RAND JR. Hwy Operations Admin.
Name
55 Main Street
Mailing Address
Westford
City/Town
(978) 692-5520
Telephone Number
Massachusetts
State
MHamel@westford.mec.edu
Email (if available)

2. Municipality Name

Town of Westford, Massachusetts
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 Department

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

BRP WM 08A NPDES Stormwater General Permit

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

MAV000007449

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

Receiving Water:	No. of Outfalls	Listed as Impaired?	Impairment
Stony Brook	3	☒ Yes ☐ No	PH, Organic Enrichment/Low DO, Pathogens, Turbidity, Nutrients
Name	Number		Specify
Keyes Pond	6	☐ Yes ☒ No	
Name	Number		Specify
Keyes Brook	1	☐ Yes ☒ No	
Name	Number		Specify
Long-Sought For Pond	6	☐ Yes ☒ No	
Name	Number		Specify
Flushing Pond	6	☐ Yes ☒ No	
Name	Number		Specify
Lake Nabnasset	2	☐ Yes ☒ No	
Name	Number		Specify
Grassy Pond	1	☐ Yes ☒ No	
Name	Number		Specify
Old Mill Pond	1	☐ Yes ☒ No	
Name	Number		Specify
Greystone Pond	10	☐ Yes ☒ No	
Name	Number		Specify
Snake Meadow Brook	5	☐ Yes ☒ No	
Name	Number		Specify
Tributary to Keyes Pond	6	☐ Yes ☒ No	
Name	Number		Specify
Tributary to Forge Pond	3	☐ Yes ☒ No	
Name	Number		Specify
Boutwell Brook	4	☐ Yes ☒ No	
Name	Number		Specify
Butter Brook	3	☐ Yes ☒ No	
Name	Number		Specify
Nashoba Brook	2	☐ Yes ☒ No	
Name	Number		Specify
Vine Brook	3	☐ Yes ☒ No	
Name	Number		Specify
		☐ Yes ☐ No	
Name	Number		Specify
		☐ Yes ☐ No	
Name	Number		Specify



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)**

W035577

Transmittal Number

MAV000007449

Facility ID (if known)

D. Stormwater Management Program Summary

1. Public Education:

1A

BMP ID #

Stormwater Flyer for Residents

Specify Best Management Practice

SuAsCo & Westford DPW

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

1B

BMP ID #

Lesson Plan for Fifth Graders

Specify Best Management Practice

SuAsCo & Westford DPW

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

1C

BMP ID #

Stormwater Flyer for Businesses

Specify Best Management Practice

SuAsCo & Westford DPW

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

1D

BMP ID #

Stormwater Media Campaign

Specify Best Management Practice

SuAsCo & Westford DPW

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

1E

BMP ID #

Stormwater Video

Specify Best Management Practice

SuAsCo & Westford DPW

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

1F

BMP ID #

Recycling/Trash Info. on Website

Specify Best Management Practice

Recycling Commission

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

1G

BMP ID #

Display Recycling/Trash Pamphlet

Specify Best Management Practice

Recycling Commission

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

1H

BMP ID #

Recycling/Trash Mailing to Residents

Specify Best Management Practice

Recycling Commission

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

1I

BMP ID #

Advertise HHW Info. in Community
Phonebook

Specify Best Management Practice

Recycling Commission

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

1J

BMP ID #

Advertise Brush/Multi Collection on
Cable and in Paper

Specify Best Management Practice

Recycling Commission

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

1K

BMP ID #

Leaf Dumping Article in Paper

Specify Best Management Practice

Conservation Commission

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal



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

W035577

Transmittal Number

BRP WM 08A NPDES Stormwater General Permit

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

MAV000007449

Facility ID (if known)

D. Stormwater Management Program Summary (Cont.)

1L

BMP ID #

Leaf Dumping Pamphlet to Public
Specify Best Management Practice

Conservation Commission
Responsible Dept./Person Name

See Attached Outline
Specify Measurable Goal

1M

BMP ID #

Leaf Dumping Pamphlet at Events
Specify Best Management Practice

Conservation/Water/Board of Health
Responsible Dept./Person Name

See Attached Outline
Specify Measurable Goal

1N

BMP ID #

Fertilizer Pamphlet to Businesses
Specify Best Management Practice

Water Department
Responsible Dept./Person Name

See Attached Outline
Specify Measurable Goal

1O

BMP ID #

Fertilizer Info. In Newsletter
Specify Best Management Practice

Water Department/Engineering
Responsible Dept./Person Name

See Attached Outline
Specify Measurable Goal

1P

BMP ID #

Septic System Pamphlets in Water
Dep't
Specify Best Management Practice

Water Department
Responsible Dept./Person Name

See Attached Outline
Specify Measurable Goal

1Q

BMP ID #

Septic System Pamphlets at Events
Specify Best Management Practice

Water Dep't/Board of Health
Responsible Dept./Person Name

See Attached Outline
Specify Measurable Goal

1R

BMP ID #

Hazardous Material Bylaw Info. On
Website
Specify Best Management Practice

Board of Health
Responsible Dept./Person Name

See Attached Outline
Specify Measurable Goal

2. Public Participation:

2A

BMP ID #

Stormwater Traveling Display
Specify Best Management Practice

SuAsCo & Westford DPW
Responsible Dept./Person Name

See Attached Outline
Specify Measurable Goal

2B

BMP ID #

Poster Contest for Fifth Graders
Specify Best Management Practice

SuAsCo & Westford DPW
Responsible Dept./Person Name

See Attached Outline
Specify Measurable Goal

2C

BMP ID #

Photo Contest for High Schoolers
Specify Best Management Practice

SuAsCo & Westford DPW
Responsible Dept./Person Name

See Attached Outline
Specify Measurable Goal

2D

BMP ID #

Local Stormwater Summit Event
Specify Best Management Practice

SuAsCo & Westford DPW
Responsible Dept./Person Name

See Attached Outline
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)**

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Transmittal Number

MAV000007449

Facility ID (if known)

D. Stormwater Management (Cont.)

2E

BMP ID #

Stormwater Super Summit Event
Specify Best Management Practice

SuAsCo & Westford DPW

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

2F

BMP ID #

Curbside Recycling
Specify Best Management Practice

Department of Public Works

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

2G

BMP ID #

In Town HHW Drop-off
Specify Best Management Practice

Department of Public Works

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

2H

BMP ID #

HHW Drop-off in Lexington
Specify Best Management Practice

Department of Public Works

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

2I

BMP ID #

Leaf Drop-off at Laughton's Nursery
Specify Best Management Practice

Department of Public Works

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

2J

BMP ID #

Brush Drop-off in Westford
Specify Best Management Practice

Department of Public Works

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

2K

BMP ID #

Multi-Collection Events
Specify Best Management Practice

Dep't of Public Works/Board of Health

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

2L

BMP ID #

Mercury Drop-off at Board of Health
Specify Best Management Practice

Board of Health

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

2M

BMP ID #

Mercury Drop-off at Multi-Collection
Event
Specify Best Management Practice

Department of Public Works

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

2N

BMP ID #

Public Meetings
Specify Best Management Practice

Department of Public Works

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

2O

BMP ID #

Stormwater Contact
Specify Best Management Practice

Highway Department

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

D. Stormwater Management Program Summary (Cont.)

**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)**

W035577

Transmittal Number

MAV000007449

Facility ID (if known)

3. Illicit Discharge Detection and Elimination:3A

BMP ID #

Storm Sewer Map

Specify Best Management Practice

Highway Department/GIS

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

3B

BMP ID #

Illicit Discharge Bylaw

Specify Best Management Practice

Engineering/Conservation

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

3C

BMP ID #

Detection & Elimination Plan

Specify Best Management Practice

Highway Department

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

3D

BMP ID #

Illicit Discharge Education for Public

Specify Best Management Practice

SuAsCo/Public

Works/Highway/Water/Board of Health

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

3E

BMP ID #

Illicit Discharge Education for

Municipal Employees

Specify Best Management Practice

Highway Department

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

4. Construction Site Runoff Control:4A

BMP ID #

Wetlands Bylaw

Specify Best Management Practice

Conservation Commission

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

4B

BMP ID #

Construction Site Runoff Bylaw

Specify Best Management Practice

Engineering/Planning/Conservation

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

4C

BMP ID #

Erosion, Sediment, & Waste Controls

Specify Best Management Practice

Engineering/Planning/Conservation

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

4D

BMP ID #

Site Plan Review Procedures

Specify Best Management Practice

Engineering/Planning/Conservation

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

4E

BMP ID #

Site Inspection & Enforcement

Specify Best Management Practice

Engineering/Planning/Conservation

Responsible Dept./Person Name

See Attached Outline

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)**

W035577

Transmittal Number

MAV000007449

Facility ID (if known)

D. Stormwater Management Program Summary (Cont.)

4F

BMP ID #

Construction Site Contact

Specify Best Management Practice

Highway Department

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

5. Post Construction Runoff Control:

5A

BMP ID #

Post-Construction Site Runoff Bylaw

Specify Best Management Practice

Engineering/Planning/Conservation

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

5B

BMP ID #

Structural & Non-Structural BMPs

Specify Best Management Practice

Engineering/Planning/Conservation

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

5C

BMP ID #

Long-Term Operation & Maintenance

Specify Best Management Practice

Engineering/Planning/Conservation

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

5D

BMP ID #

Struct BMP Implement. Procedures

Specify Best Management Practice

Engineering/Planning/Conservation

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

BMP ID #

Specify Best Management Practice

Responsible Dept./Person Name

Specify Measurable Goal

6. Municipal Good Housekeeping:

6A

BMP ID #

Catch Basin Schedule

Specify Best Management Practice

Highway Department

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

6B

BMP ID #

Regular Street Sweeping

Specify Best Management Practice

Department of Public Works

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

6C

BMP ID #

Sand/Salt Covered

Specify Best Management Practice

Highway Department

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

6D

BMP ID #

Used Oil is Recycled

Specify Best Management Practice

Highway Department

Responsible Dept./Person Name

See Attached Outline

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)

W035577

Transmittal Number

MAV000007449

Facility ID (if known)

D. Stormwater Management Program Summary (cont.)

6E

BMP ID #

Municipal Hazardous Material Stored
Inside

Specify Best Management Practice

Highway Department

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

6F

BMP ID #

Implement SWPPP at Garage

Specify Best Management Practice

Highway Department

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

6G

BMP ID #

Increase Vehicle Fueling Cover

Specify Best Management Practice

Highway Department

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

6H

BMP ID #

Municipal Employee Training

Specify Best Management Practice

Highway Department

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

6I

BMP ID #

Municipal Operation/Maintenance
Plan

Specify Best Management Practice

Highway Department

Responsible Dept./Person Name

See Attached Outline

Specify Measurable Goal

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



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)

W035577

Transmittal Number

MA/00007449
Facility ID (if known)

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.

MARK HAMEL

Printed Name

Signature

3-10-2003
Date

JAMES RAND, JR.

Signature

6-25-03
Date

Christopher A. Romeo, Chair BOS

Printed Name

Signature

9-23-03
Date



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

BRP WM 08A NPDES Stormwater General Permit

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Storm Sewer Systems (MS4s)

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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.

MARK HAMEL

Printed Name

Signature

Mark Hamel

3-10-2003

Date

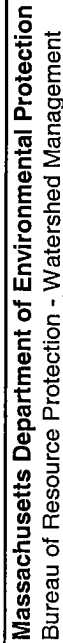
James Rand, Jr.

Signature

JAMES RAND, JR.

6-25-03

Date



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

F. Storm Water Management Program Time Frames

[illegible]

[illegible]