

# **Stormwater Management Program (SWMP)**

City of Gloucester

28 Poplar Street, Gloucester MA 01930

EPA NPDES Permit Number MA 41192

# Certification

**Authorized Representative (Optional):** All reports, including SWPPPs, inspection reports, annual reports, monitoring reports, reports on training and other information required by this permit must be signed by a person described in Appendix B, Subsection 11.A or by a duly authorized representative of that person in accordance with Appendix B, Subsection 11.B. If there is an authorized representative to sign MS4 reports, there must be a signed and dated written authorization.

The authorization letter is:

- Attached to this document (document name listed below)

- Publicly available at the website below

“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 gathered and evaluated 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.”

Printed Name

Signature

Date

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[Click Here for Revisions](#)

# Background

## Stormwater Regulation

The Stormwater Phase II Final Rule was promulgated in 1999 and was the next step after the 1987 Phase I Rule in EPA's effort to preserve, protect, and improve the Nation's water resources from polluted stormwater runoff. The Phase II program expands the Phase I program by requiring additional operators of MS4s in urbanized areas and operators of small construction sites, through the use of NPDES permits, to implement programs and practices to control polluted stormwater runoff. Phase II is intended to further reduce adverse impacts to water quality and aquatic habitat by instituting the use of controls on the unregulated sources of stormwater discharges that have the greatest likelihood of causing continued environmental degradation. Under the Phase II rule all MS4s with stormwater discharges from Census designated Urbanized Area are required to seek NPDES permit coverage for those stormwater discharges.

## Permit Program Background

On May 1, 2003, EPA Region 1 issued its Final General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (2003 small MS4 permit) consistent with the Phase II rule. The 2003 small MS4 permit covered "traditional" (i.e., cities and towns) and "non-traditional" (i.e., Federal and state agencies) MS4 Operators located in the states of Massachusetts and New Hampshire. This permit expired on May 1, 2008 but remained in effect until operators were authorized under the 2016 MS4 general permit, which became effective on July 1, 2018.

## Stormwater Management Program (SWMP)

The SWMP describes and details the activities and measures that will be implemented to meet the terms and conditions of the permit. The SWMP accurately describes the permittees plans and activities. The document should be updated and/or modified during the permit term as the permittee's activities are modified, changed or updated to meet permit conditions during the permit term. The main elements of the stormwater management program are (1) a public education program in order to affect public behavior causing stormwater pollution, (2) an opportunity for the public to participate and provide comments on the stormwater program (3) a program to effectively find and eliminate illicit discharges within the MS4 (4) a program to effectively control construction site stormwater discharges to the MS4 (5) a program to ensure that stormwater from development projects entering the MS4 is adequately controlled by the construction of stormwater controls, and (6) a good housekeeping program to ensure that stormwater pollution sources on municipal properties and from municipal operations are minimized.

## Town Specific MS4 Background (optional)

# Small MS4 Authorization

The NOI was submitted on

The NOI can be found at the following (document name or web address):

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Authorization to Discharge was granted on

The Authorization Letter can be found (document name or web address):

# Stormwater Management Program Team

## SWMP Team Coordinator

Name	<input type="text" value="Michael Hale, AICP"/>	Title	<input type="text" value="Director of Public Works"/>
Department	<input type="text" value="Public Works"/>		
Phone Number	<input type="text" value="(978) 325-5600"/>	Email	<input type="text" value="mhale@gloucester-ma.gov"/>
Responsibilities	<input type="text"/>		

## SWMP Team

Name	<input type="text"/>	Title	<input type="text"/>
Department	<input type="text"/>		
Phone Number	<input type="text"/>	Email	<input type="text"/>
Responsibilities	<input type="text"/>		

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Name	<input type="text"/>	Title	<input type="text"/>
Department	<input type="text"/>		
Phone Number	<input type="text"/>	Email	<input type="text"/>
Responsibilities	<input type="text"/>		

Add SWMP Member

# Receiving Waters

The following table lists all receiving waters, impairments and number of outfalls discharging to each waterbody segment.

OR

The information can be found in the following document or at the following web address:

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Waterbody segment that receives flow from the MS4	Number of outfalls into receiving water segment	Chloride	Chlorophyll-a	Dissolved Oxygen/DO Saturation	Nitrogen	Oil & Grease/PAH	Phosphorus	Solids/ TSS/ Turbidity	E. coli	Enterococcus	Other pollutant(s) causing impairments
Lily Pond (MA93039)	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Excess Algal Growth Nutrient/Eutrophication Biological Indicators
Fernwood Lake (MA93022)	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mill Pond (MA93050)	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wallace Pond (MA93085)	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Annisquam River (MA93-12 )	45	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Gloucester Harbor (MA93-18)	48	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Combined Biota/Habitat Bioassessment
Mill River (MA93-28)	15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Days Pond (MA93092)	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Non-Native Aquatic Plants
Farm Creek	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Unnamed Tributary, Outlet Babson Reservoir, Gloucester to inlet Mill Pond (MA93-27)	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

		<input type="checkbox"/>									
		<input type="checkbox"/>									
		<input type="checkbox"/>									

[Click here to lengthen table](#)

# Eligibility: Endangered Species and Historic Properties

\*Reminder: The proper consultations and updates to the SWMP must be conducted for construction projects related to your permit compliance where Construction General Permit (CGP) coverage, which requires its own endangered species and history preservation determination, is NOT being obtained.

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## Attachments:

- The results of Appendix C U.S. Fish and Wildlife Service endangered species screening determination
- The results of the Appendix D historic property screening investigations
- If applicable, any documents from the State Historic Preservation Officer (SHPO), Tribal Historic Preservation Officer (THPO), or other Tribal representative to mitigate effects

These attachments are required within one year of the permit effective date and are:

- Attached to this document (document names listed below)

- Publicly available at the website listed below

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Under what criterion did permittee determine eligibility for ESA?

- Criterion A     Criterion B     Criterion C

Under what criterion did permittee determine eligibility for Historic Properties?

- Criterion A     Criterion B     Criterion C     Criterion D (NH only)

Below add any additional measures for structural controls that you're required to do through consultation with U.S. Fish and Wildlife Service (if applicable):

Below add any additional measures taken to avoid or minimize adverse impacts on places listed, or eligible for listing, on the NRHP, including any conditions imposed by the SHPO or THPO (if applicable):

# MCM 1

## Public Education and Outreach

### Permit Part 2.3.2

**Objective:** The permittee shall implement an education program that includes educational goals based on stormwater issues of significance within the MS4 area. The ultimate objective of a public education program is to increase knowledge and change behavior of the public so that the pollutants in stormwater are reduced.

**Examples and Templates:**

[EPA's Stormwater Education Toolbox](#)

[MassDEP's Stormwater Outreach Materials](#)

Other templates relevant to MCM 1 can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#peo>

**BMP: Rain Garden Brochure**

**BMP Number (Optional)** 1-1 \_\_\_\_\_

**Document Name and/or Web Address:**

**Description:**

-Brochure will consist of a 'how-to-guide' for residents on how rain gardens work and how to install them at their home.  
-An updated version of comprehensive literature, discussing the importance of "greenscaping", small-scale stormwater management practices, sewer/septic system maintenance and other ways to avoid illicit discharge.

**Targeted Audience:**

**Responsible Department/Parties:**

**Measurable Goal(s):**

- Number distributed  
- Resident testimonials

**Message Date(s):**

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**BMP: Pet Waste Poster**

**BMP Number (Optional)** 1-2 \_\_\_\_\_

**Document Name and/or Web Address:**

**Description:**

Informational poster will be placed in area with heavy dog/walker traffic. Poster will describe proper pet waste management and disposal.

**Targeted Audience:**

**Responsible Department/Parties:**

**Measurable Goal(s):**

-Pilot surveys may be conducted before and after message posting

**Message Date(s):**

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**BMP: Pet Waste Brochure**

**BMP Number (Optional) 1-3** \_\_\_\_\_

**Document Name and/or Web Address:**

**Description:**

**Targeted Audience:**

**Responsible Department/Parties:**

**Measurable Goal(s):**

**Message Date(s):**

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**BMP:Keeping Water Clean Program**

**BMP Number (Optional) 1-4** \_\_\_\_\_

**Document Name and/or Web Address:**

**Description:**

**Targeted Audience:**

**Responsible Department/Parties:**

**Measurable Goal(s):**

**Message Date(s):**

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**BMP:Septic System Maintenance Brochure**

**BMP Number (Optional) 1-5** \_\_\_\_\_

**Document Name and/or Web Address:**

**Description:**

Septic system maintenance message.

**Targeted Audience:** Residents

**Responsible Department/Parties:** Department of Public Works, Greenscapes Northshore Coalition

**Measurable Goal(s):**

- Number distributed
- Phone call followup

**Message Date(s):** Each spring during the permit year.

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**BMP:Developer Workshop**

**BMP Number (Optional) 1-6** \_\_\_\_\_

**Document Name and/or Web Address:** <http://greenscapes.org/wp-content/uploads/2018/08/Builders-Guide-to-LID-Brochure.pdf>

**Description:**

Workshop and associated literature will cover LID options for reducing runoff and promoting on-site infiltration. Pricing, maintenance and ordinances will also be discussed.

**Targeted Audience:** Industrial facilities

**Responsible Department/Parties:** Greenscapes North Shore Coalition and Planning Department

**Measurable Goal(s):**

- Number of attendees
- Increase in LID use

**Message Date(s):** Spring 2019

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**BMP:Social Media Lawn Care Outreach**

**BMP Number (Optional) 1-7** \_\_\_\_\_

**Document Name and/or Web Address:** <http://greenscapes.org/resources/>

**Description:**

Social media post describing proper disposal of leaf collection and disposal and lawn/fertilizer maintenance. Spring and Fall each year

**Targeted Audience:** Residents

**Responsible Department/Parties:** Greenscapes North Shore Coalition and Department of Public Works

**Measurable Goal(s):**

- Number of views/ likes/ comments
- Resident testimonials before and after posting

**Message Date(s):** Spring and Fall of permit term

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**BMP: Industrial Facility Brochure**

**BMP Number (Optional) 1-8** \_\_\_\_\_

**Document Name and/or Web Address:** <http://greenscapes.org/wp-content/uploads/2018/08/Industrial-BMP-Brochure.pdf>

**Description:**

Brochure will include general info on LID that can assist in stormwater management and pollution prevention. Content will be targeted to "environmental contacts" at industrial facilities, or property managers where applicable

**Targeted Audience:** Industrial facilities

**Responsible Department/Parties:** Department of Public Works, Greenscapes North Shore Coalition

**Measurable Goal(s):**

- Number distributed
- Phone call followup

**Message Date(s):** 2020

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**BMP: Facility Maintenance and BMP Workshop**

**BMP Number (Optional) 1-9** \_\_\_\_\_

**Document Name and/or Web Address:** <http://greenscapes.org/resources/>

**Description:**

Stormwater presentation will discuss specific BMPs for parking lots; how to reduce impervious surfaces, and maintain the space more sustainably.

**Targeted Audience:** Businesses, institutions and commercial facilities

**Responsible Department/Parties:** Greenscapes North Shore Coalition and Planning Department

**Measurable Goal(s):**

- Number of attendees
- Number of presentations re-distributed to commercial representatives.

**Message Date(s):**2020

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**BMP: Greenscapes Informational Display****BMP Number (Optional) 1-10****Document Name and/or Web Address:** <http://greenscapes.org/resources/>**Description:**

An updated version of informational display, discussing the importance of "greenscaping", small-scale stormwater management practices, sewer/septic system maintenance and other ways to avoid illicit discharge.

**Targeted Audience:** Residents**Responsible Department/Parties:** Department of Public Works, Greenscapes North Shore Coalition**Measurable Goal(s):**

- Number distributed
- Resident testimonials

**Message Date(s):**2020

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**BMP:Developer LID Workshop****BMP Number (Optional) 1-11****Document Name and/or Web Address:** <http://greenscapes.org/resources/>**Description:**

Workshop and literature will go into greater detail, following the workshop regarding low impact development held in year one. Town ordinances and associated incentives will be outlined.

**Targeted Audience:** Developers (construction)**Responsible Department/Parties:** Greenscapes North Shore Coalition and Planning Department**Measurable Goal(s):**

- Number of attendees

Message Date(s): 2021

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**BMP: Story Map Development**

BMP Number (Optional) 1-12

Document Name and/or Web Address: <http://greenscapes.org/resources/>

**Description:**

Story Map will outline and describe different examples of existing low-impact-developments in the North Shore Community.

Targeted Audience: Residents

Responsible Department/Parties: Greenscapes North Shore Coalition

**Measurable Goal(s):**

Number of map views- Resident testimonials on LID awareness

Message Date(s): 2021

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**BMP: "Greenscaping" Presentation**

BMP Number (Optional) 1-13

Document Name and/or Web Address: <http://greenscapes.org/resources/>

**Description:**

Presentation will discuss proper "greenscaping" practices on a business/commercial level. Content will be targeted to property managers and will include sand/salt storage and landscape management.

Targeted Audience: Businesses, institutions, commercial facilities and industrial facilities

Responsible Department/Parties: Greenscapes North Shore Coalition

**Measurable Goal(s):**

- Number of attendees

Message Date(s): 2022

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**BMP: Industry Presentation**

**BMP Number (Optional) 1-14**

**Document Name and/or Web Address:** <http://greenscapes.org/wp-content/uploads/2018/08/Industrial-BMP-Brochure.pdf>

**Description:**

Presentation will discuss proper "greenscaping" practices on an industrial level. Content will be targeted to property managers and will include sand/salt storage and landscape management.

**Targeted Audience:** Industrial facilities

**Responsible Department/Parties:** Greenscapes North Shore Coalition

**Measurable Goal(s):**

- Number of attendees

**Message Date(s):** 2022

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**BMP: Greenscapes Presentation**

**BMP Number (Optional) 1-15**

**Document Name and/or Web Address:** <http://greenscapes.org/resources/>

**Description:**

Greenscapes NS will conduct a "Greenscapes 101" presentation for residents. Presentation will discuss the importance of clean and plentiful water.

**Targeted Audience:** Residents

**Responsible Department/Parties:** Greenscapes North Shore Coalition

**Measurable Goal(s):**

- Number of attendees  
- Resident testimonials

**Message Date(s):** 2023

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**BMP: Local Landscaper Special Event**

**BMP Number (Optional) 1-16**

**Document Name and/or Web Address:** <http://greenscapes.org/resources/>

**Description:**

Greenscapes representatives will participate in a trade show expo, with the intent of sharing "Greenscaping" practices and the importance of LIDs with Landscapers and Developers.

**Targeted Audience:** Businesses, institutions, commercial facilities and developers

**Responsible Department/Parties:** Greenscapes North Shore Coalition

**Measurable Goal(s):**

- Number of materials distributed
- Number of contacts made
- Developer and landscaper testimonials

**Message Date(s):**2023

**BMP:[BMP name here]**

**BMP Number (Optional)** \_\_\_\_\_

**Document Name and/or Web Address:**

**Description:**

**Targeted Audience:**

**Responsible Department/Parties:**

**Measurable Goal(s):**

**Message Date(s):**

Add BMP

**MCM 2**  
**Public Involvement and Participation**  
Permit Part 2.3.3

**Objective:** The permittee shall provide opportunities to engage the public to participate in the review and implementation of the permittee's SWMP.

**BMP: Public Review of Stormwater Management Program**

**BMP Number (Optional) 2-1** \_\_\_\_\_

**Location of Plan and/or Web Address:**

**Responsible Department/Parties:**

**Measurable Goal(s):**

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**BMP: Public Participation in Stormwater Management Program Development**

**BMP Number (Optional) 2-2** \_\_\_\_\_

**Description:**

**Responsible Department/Parties:**

**Measurable Goal(s):**

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**BMP: Household Hazardous Waste Day**

**BMP Number (Optional) 2-3** \_\_\_\_\_

**Document Name and/or Web Address:**

**Description:**

**Responsible Department/Parties:**

**Measurable Goal(s):**

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**BMP: Beach Cleanups**

**BMP Number (Optional) 1-3** \_\_\_\_\_

**Document Name and/or Web Address:**

**Description:**

**Responsible Department/Parties:**

**Measurable Goal(s):**

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**BMP: Partnership with Advocacy Groups**

**BMP Number (Optional) 1-4** \_\_\_\_\_

**Document Name and/or Web Address:**

**Description:**

**Responsible Department/Parties:**

**Measurable Goal(s):**

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# MCM 3

## Illicit Discharge Detection and Elimination (IDDE) Program

Permit Part 2.3.4

**Objective:** The permittee shall implement an IDDE program to systematically find and eliminate illicit sources of non-stormwater discharges to its municipal separate storm sewer system and implement procedures to prevent such discharges.

**Examples and Templates:**

[IDDE Program Template and SOPs](#)

Other templates relevant to IDDE can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#idde>

**BMP: IDDE Legal Authority**

BMP Number (Optional) 3-1

Completed (by May 1, 2008)

Ordinances Link or Reference:

Department Responsible for Enforcement:

**BMP: Sanitary Sewer Overflow (SSO) Inventory**

BMP Number (Optional) 3-2

Completed (by year 1)

Document Name and/or Web Address:

**Description:**

Report listing operations and maintenance of the sanitary sewer system. List SSO's over the past year.

Responsible Department/Parties:

**Measurable Goal(s):**

Annually track and report the following SSO information: the location; a clear statement of whether the discharge entered a surface water directly or entered the MS4; date(s) and time(s) of each known SSO occurrence; estimated volume(s) of the occurrence; description of the occurrence indicating known or suspected cause(s); mitigation and corrective measures completed with dates implemented; and mitigation and corrective measures planned with implementation schedules. Update inventory as needed.

**SSO Reporting:**

In the event of an overflow or bypass, a notification must be reported within 24 hours by phone to MassDEP, EPA, and other relevant parties. Follow up the verbal notification with a written report following MassDEP's Sanitary Sewer Overflow (SSO)/Bypass notification form within 5 calendar days of the time you become aware of the overflow, bypass, or backup.

<p>The MassDEP contacts are:</p> <ul style="list-style-type: none"><li>Northeast Region (978) 694-3215</li><li>205B Lowell Street</li><li>Wilmington, MA 01887</li><li>Central Region (508) 792-7650</li><li>8 New Bond Street</li><li>Worcester, MA 01606</li><li>Southeast Region (508) 946-2750</li><li>20 Riverside Drive</li><li>Lakeville, MA 02347</li><li>Western Region (413) 784-1100</li><li>436 Dwight Street</li><li>Springfield, MA 01103</li><li>24-hour Emergency Line 1-888-304-1133</li></ul>	<p>The EPA contacts are:</p> <ul style="list-style-type: none"><li>EPA New England (617) 918-1510</li><li>5 Post Office Square</li><li>Boston, MA 02109</li></ul>
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**BMP: Map of Storm Sewer System**

**BMP Number (Optional)** 3-3

**Phase I Completed**   
(by year 2)

**Phase II Completed**   
(by year 10)

**Document Location and/or Web Address:**

**Description:**

**Responsible Department/Parties:**

**Measurable Goal(s):**

Map 100% of outfalls and receiving waters, open channel conveyances, interconnections with other MS4s and other storm sewer systems, municipally-owned stormwater treatment structures, waterbodies identified by name and indication of all use impairments, and initial catchment delineations within 2 years of the permit's effective date. Map 100% of outfall spatial locations, pipes, manholes, catch basins, refined catchment delineations, municipal sanitary sewer system (if available), and municipal combined sewer system (if applicable) within 10 years of the permit's effective date.

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**BMP: IDDE Program**

**BMP Number (Optional)** 3-4

**Written Document Completed** (by year 1)

**Document Name and/or Web Address:**

**Description:**

Dry weather screening, wet weather screening, ongoing screening, outfall ranking. Update GIS mapping to reflect field investigation findings

**Responsible Department/Parties:**

**Measurable Goal(s):**

Conduct 100% of outfall screening on High and Low Priority Outfalls within 3 years of the permit's effective date. Complete catchment investigations for 100% of the Problem Outfalls within 7 years of the permit's effective date. Complete 100% of all catchment investigations within 10 years of the permit's effective date.

**The outfall/interconnection inventory and initial ranking and the dry weather outfall and interconnection screening and sampling results can be found:**

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**BMP: Employee Training**

**BMP Number (Optional)** 3-5

**Description:**

Train employees on illicit connection identification

**Responsible Department/Parties:** Department of Public Works

**Measurable Goal(s):**

Training occurs on 3rd Tuesday in March annually.

**BMP:[BMP name here]**

**BMP Number (Optional)** \_\_\_\_\_

**Completed**

**Document Name and/or Web Address:** \_\_\_\_\_

**Description:**

\_\_\_\_\_

**Responsible Department/Parties:** \_\_\_\_\_

**Measurable Goal(s):**

\_\_\_\_\_

Add BMP

# MCM 4

## Construction Site Stormwater Runoff Control

### Permit Part 2.3.5

**Objective:** The objective of an effective construction stormwater runoff control program is to minimize or eliminate erosion and maintain sediment on site so that it is not transported in stormwater and allowed to discharge to a water of the U.S. through the permittee's MS4.

**Examples and Templates:**

Examples and templates relevant to MCM 4, including model ordinances and site inspection templates, can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#csrc>

**BMP: Sediment and Erosion Control Ordinance**

BMP Number (Optional) 4-1

Completed (by May 1, 2008)

Ordinances Link or Reference:

Department Responsible for Enforcement:

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**BMP: Site Plan Review Procedures**

BMP Number (Optional) 4-2

Written procedures completed (by year 1)

Document Name and/or Web Address:

**Description:**

Responsible Department/Parties:

**Measurable Goal(s):**

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**BMP: Site Inspections and Enforcement of Sediment and Erosion Control Measures Procedures**

BMP Number (Optional) 4-3

Completed (by year 1)

Document Name and/or Web Address:

**Description:**

Responsible Department/Parties:

**Measurable Goal(s):**

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**BMP: Waste Control**

**BMP Number (Optional)** 4-4

**Completed**

**Document Name and/or Web Address:**

**Description:**

Review current requirements to control wastes, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter, and sanitary wastes to address any new permit regulations

**Responsible Department/Parties:**

**Measurable Goal(s):**

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# MCM 5

## Post Construction Stormwater Management in New Development and Redevelopment

Permit Part 2.3.6

**Objective:** The objective of an effective post construction stormwater management program is to reduce the discharge of pollutants found in stormwater to the MS4 through the retention or treatment of stormwater after construction on new or redeveloped sites and to ensure proper maintenance of installed stormwater controls.

**Examples and Templates:**

Examples and templates relevant to MCM 5, including model ordinances and bylaw review templates and guidance can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#pcsm>

**BMP: Post-Construction Ordinance**

BMP Number (Optional) 5-1

Completed (by year 2)

Town Ordinances Link or Reference:

Department Responsible for Enforcement:

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**BMP: Street Design and Parking Lot Guidelines Report**

BMP Number (Optional) 5-2

Completed (by year 4)

Document Name and/or Web Address:

**Description:**

Develop a report assessing requirements that affect the creation of impervious cover. The assessment will help determine if changes to design standards for streets and parking lots can be modified to support low impact design options.

Responsible Department/Parties:

**Measurable Goal(s):**

Recommendations are implemented by 2020 with progress reported annually.

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**BMP: Green Infrastructure Report**

BMP Number (Optional) 5-3

Completed (by year 4)

Document Name and/or Web Address:

**Description:**

Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist

Responsible Department/Parties:

**Measurable Goal(s):**

Recommendations are implemented by 2020 with progress reported annually.

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**BMP: List of Municipal Retrofit Opportunities**

**BMP Number (Optional) 5-4** \_\_\_\_\_

**Completed (by year 4)**

**Document Name and/or Web Address:**

**Description:**

Identify at least 5 permittee-owned properties that could be modified or retrofitted with BMPs to reduce impervious areas and update annually

**Responsible Department/Parties:**

**Measurable Goal(s):**

The list is completed by 2021 and updated as needed.

**BMP:Ensure City Regulations meet requirements of MA Stormwater Handbook**

**BMP Number (Optional) 5-5** \_\_\_\_\_

**Completed**

**Document Name and/or Web Address:**

**Description:**

Ensure any stormwater controls or management practices for new development and redevelopment meet the retention or treatment requirements of the permit and all applicable requirements of the Massachusetts Stormwater Handbook

**Responsible Department/Parties:**

**Measurable Goal(s):**

Add BMP

# MCM 6

## Good Housekeeping and Pollution Prevention for Permittee Owned Operations

Permit Part 2.3.7

**Objective:** The permittee shall implement an operations and maintenance program for permittee-owned operations that has a goal of preventing or reducing pollutant runoff and protecting water quality from all permittee-owned operations.

**Examples and Templates:**

Examples and templates relevant to MCM 6, including SOP templates for catch basin cleaning, street sweeping, vehicle maintenance, parks and open space management, winter deicing, and Stormwater Pollution Prevention Plans can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#gh>

## PERMITTEE OWNED FACILITIES

### BMP: Parks and Open Spaces Operations and Maintenance Procedures

BMP Number (Optional) 6-1

Written Document Completed (by year 2)

Document Name and/or Web Address:

**Description:**

Inventory all permittee-owned parks and open spaces, buildings and facilities, and vehicles and equipment.  
Create Operations and Maintenance Manual

Responsible Department/Parties: Department of Public Works

**Measurable Goal(s):**

Implement the SOP listed above on 100% of the parks and open spaces.

Properties List (Optional):

---

### BMP: Buildings and Facilities Operations and Maintenance Procedures

BMP Number (Optional) 6-2

Written Document Completed (by year 2)

Document Name and/or Web Address:

**Description:**

Create written O&M procedures including all requirements contained in 2.3.7.a.ii for buildings and facilities

Responsible Department/Parties: Department of Public Works

**Measurable Goal(s):**

Implement the SOP listed above on 100% of buildings and facilities.

Properties List (Optional):

---

### BMP: Vehicles and Equipment Operations and Maintenance Procedures

BMP Number (Optional) 6-3

Written Document Completed (by year 2)

**Document Name and/or Web Address:**

**Description:**

Create written O&M procedures including all requirements contained in vehicles and equipment

**Responsible Department/Parties:**

**Measurable Goal(s):**

Implement the SOP listed above for 100% of vehicles and equipment according to the above document.

**Properties List (Optional):**

## INFRASTRUCTURE

### BMP: Infrastructure Operations and Maintenance Procedures

**BMP Number (Optional)** 6-4

**Written Procedure Completed** (by year 2)

**Document Name and/or Web Address:**

**Description:**

Establish and implement program for repair and rehabilitation of MS4 infrastructure

**Responsible Department/Parties:**

**Measurable Goal(s):**

100% of infrastructure is maintained to ensure proper function in accordance with the procedures above.

### BMP: Catch Basin Cleaning Program

**BMP Number (Optional)** 6-5

**Written Procedure Completed** (by year 1)

**Document Name and/or Web Address:**

**Description:**

Establish schedule for catch basin cleaning such that each catch basin is no more than 50% full and clean catch basins on that schedule

**Responsible Department/Parties:**

**Measurable Goal(s):**

All catch basins are cleaned in accordance to the document above such that no catch basin is more than 50% full at any given time.

**BMP: Street Sweeping Program**

**BMP Number (Optional)** 6-6

**Written Procedure Completed (by year 1)**

**Document Name and/or Web Address:**

**Description:**

Sweep all streets and permittee-owned parking lots in accordance with permit conditions

**Responsible Department/Parties:**

**Measurable Goal(s):**

Annually sweep 100% of all streets and 50% of all municipal parking lots in accordance with the schedule listed above.

**BMP: Winter Road Maintenance Program**

**BMP Number (Optional)** 6-7

**Written Procedure Completed (by year 1)**

**Document Name and/or Web Address:**

**Description:**

Establish and implement a program to minimize the use of road salt

**Responsible Department/Parties:**

**Measurable Goal(s):**

Evaluate at least one salt/chloride alternative for use in the municipality.

**BMP: Stormwater Treatment Structures Inspection and Maintenance Procedures**

**BMP Number (Optional)** 6-8

**Completed (by year 1)**

**Document Name and/or Web Address:**

**Description:**

Establish and implement inspection and maintenance procedures and frequencies

**Responsible Department/Parties:** Department of Public Works

**Measurable Goal(s):**

Inspect and maintain 100% of treatment structures to ensure proper function.

**BMP: SWPPP**

**BMP Number (Optional)** \_\_\_\_\_

**Completed (by year 2)**

**Document Name and/or Web Address:** \_\_\_\_\_

**Description:**

Create SWPPPs for maintenance garages, transfer stations, and other waste-handling facilities

**Responsible Department/Parties:** Department of Public Works

**Measurable Goal(s):**

Develop and implement SWPPPs for 100% of facilities.

**BMP:**

**BMP Number (Optional)** \_\_\_\_\_

**Completed**

**Document Name and/or Web Address:** \_\_\_\_\_

**Description:**

\_\_\_\_\_

**Responsible Department/Parties:** \_\_\_\_\_

**Measurable Goal(s):**

\_\_\_\_\_

Add BMP

# Annual Evaluation

## Year 1 Annual Report

Document Name and/or Web Address:

## Year 2 Annual Report

Document Name and/or Web Address:

## Year 3 Annual Report

Document Name and/or Web Address:

## Year 4 Annual Report

Document Name and/or Web Address:

## Year 5 Annual Report

Document Name and/or Web Address:

## Year X Annual Report

Document Name and/or Web Address:

Add a Year

# TMDLs and Water Quality Limited Waters

Select the applicable Impairment(s) and/or TMDL(s).

## Impairment(s)

Bacteria/Pathogens     Chloride     Nitrogen     Phosphorus

Solids/oil/grease (hydrocarbons)/metals

## TMDL(s)

*In State:*

Assabet River Phosphorus     Bacteria and Pathogen     Cape Cod Nitrogen

Charles River Watershed Phosphorus     Lake and Pond Phosphorus

*Out of State:*

Bacteria and Pathogen     Metals     Nitrogen     Phosphorus

[Clear Impairments and TMDLs](#)

# Bacteria/Pathogens

## Combination of Impaired Waters Requirements and TMDL Requirements as Applicable

Applicable Receiving Waterbody(ies)	TMDL Name (if applicable)	Add/Delete Row
Annisquam river	Final Pathogen TMDL for the North Coastal Watershed	<input type="checkbox"/> <input type="checkbox"/>
Mill River	Final Pathogen TMDL for the North Coastal Watershed	<input type="checkbox"/> <input type="checkbox"/>
Gloucester Harbor	Final Pathogen TMDL for the North Coastal Watershed	<input type="checkbox"/> <input type="checkbox"/>

### Annual Requirements Beginning Year 1

-----  
 Rank outfalls to these receiving waters as high priority for IDDE implementation in the initial outfall ranking

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

3-4

### *Public Education and Outreach*

*(Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information))*

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 Annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

1-2 and 1-3

-----  
 Permittee or its agents disseminate educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

1-3

-----  
Provide information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

1-5