# APPENDIX E

# Notice of Intent (NOI) for coverage under Small MS4 General Permit

## Part I: General Conditions

### General Information

Name of Municipality or Organization: _____ State _____

EPA NPDES Permit Number: _____

### Primary MS4 Program Manager Contact Information

Name: _____ Title: _____

Street Address Line 1 _____

Street Address Line 2 _____

City _____ State _____ Zip Code 12345-6789

Email: _____ Phone Number: (123) 456-7890

Fax Number: _____

### Other Information

☐ Check the box if your municipality or organization was covered under the 2003 MS4 General Permit

Stormwater Management Program (SWMP) Location (web address or physical location): _____

### Eligibility Determination

Endangered Species Act (ESA) Determination Complete? _____ Eligibility Criteria (check all that apply): ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F

National Historic Preservation Act (NHPA) Determination Complete? _____ Eligibility Criteria (check all that apply): ☐ A ☐ B ☐ C ☐ D

### MS4 Infrastructure (if covered under the 2003 permit)

**Estimated Percent of Outfall Map Complete?** *(Part II,III,IV or V, Subpart B.3.(a.) of 2003 permit)* _____ If 100% of 2003 requirements not met, enter an estimated date of completion (MM/DD/YY): _____

Web address where MS4 map is published: _____

*If outfall map is unavailable on the internet an electronic or paper copy of the outfall map must be included with NOI submission (see section V for submission options)*

### Regulatory Authorities (if covered under the 2003 permit)

**Illicit Discharge Detection and Elimination (IDDE) Authority Adopted?:** *(Part II,III,IV or V, Subpart B.3.(b.) of 2003 permit)* _____ Effective Date or Estimated Date of Adoption (MM/DD/YY): _____

**Construction/Erosion and Sediment Control (ESC) Authority Adopted?:** *(Part II,III,IV or V, Subpart B.4.(a.) of 2003 permit)* _____ Effective Date or Estimated Date of Adoption (MM/DD/YY): _____

**Post- Construction Stormwater Management Adopted?:** *(Part II,III,IV or V, Subpart B.5.(a.) of 2003 permit)* _____ Effective Date or Estimated Date of Adoption (MM/DD/YY): _____

# Notice of Intent (NOI) for coverage under Small MS4 General Permit (continued)

## Part II: Summary of Receiving Waters

Please list the waterbody segments to which your MS4 discharges. For each waterbody segment, please report the number of outfalls discharging into it and, if applicable, any impairments.
For Massachusetts list of impaired waters click here: Massachusetts 2010 List of Impaired: Waters http://www.mass.gov/dep/water/resources/10list6.pdf
For New Hampshire list of impaired waters click here: New Hampshire Final 303(d) Materials: http://des.nh.gov/organization/divisions/water/wmb/swqa/2010/index.htm
Source of pollutants column should be completed with a preliminary source evaluation of pollutants for discharges to impaired waterbodies (see above 303(d) lists) without an approved TMDL in accordance with Section 2.2.2a of the permit

| Waterbody segment that receives flow from the MS4 | Number of outfalls into receiving water segment | Pollutant list (select one at a time to add) | Click impairment at left to add, or at right to remove | Pollutant(s) causing impairment, if applicable (select one at a time to remove) | Does the waterbody segment have an applicable TMDL? |
|---|---|---|---|---|---|
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved<br>pH | Add/Remove | | |
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved<br>pH | Add/Remove | | |
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved<br>pH | Add/Remove | | |
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved | Add/Remove | | |

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|---|---|---|---|---|---|
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved<br>pH | Add/Remove | | |
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved<br>pH | Add/Remove | | |
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved<br>pH | Add/Remove | | |
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved<br>pH | Add/Remove | | |
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved<br>pH | Add/Remove | | |
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved | Add/Remove | | |

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|---|---|---|---|---|---|
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved<br>pH | Add/Remove | | |
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved<br>pH | Add/Remove | | |
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved<br>pH | Add/Remove | | |
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved<br>pH | Add/Remove | | |
| | | Chlorophyll-a<br>Dissolved oxygen saturation<br>Escherichia coli<br>Mercury<br>Nitrogen (Total)<br>Oxygen, Dissolved<br>pH | Add/Remove | | |

Click to lengthen table

# Notice of Intent (NOI) for coverage under Small MS4 General Permit (continued)

## Part III: Stormwater Management Program Summary

Identify the Best Management Practices (BMPs) that will be employed to address each of the six Minimum Control Measures (MCMs). For municipalities/organizations whose MS4 discharges into a receiving water with an approved Total Maximum Daily Load (TMDL) and applicable waste lod allocation (WLA), identify any additional BMPs employed to specifically support the achievement of the WLA in the TMDL section at the end of Part III.

For each MCM list each existing or proposed BMP by category and provide a brief description, responsible parties/departments, measurable goals and the year the BMP will be employed (Public education and outreach BMPs also requires a target audience). **Use the drop-down menus in each table or enter your own text to override the drop down menu**

### MCM 1: Public Education and Outreach

| **BMP Media/Category** (enter your own text to override the drop down menu) | **BMP Description** | **Targeted Audience** | **Responsible Department/Parties** (enter your own text to override the drop down menu) | **Measurable Goal** | **Beginning Year of BMP implementation** |
|---|---|---|---|---|---|
| | | Residents | | | |
| | | Businesses, Institutions and Commercial Facilities | | | |
| | | Developers (construction) | | | |
| | | Industrial Facilities | | | |
| | | Residents | | | |
| | | Businesses, Institutions and Commercial Facilities | | | |
| | | Developers (construction) | | | |
| | | Industrial Facilities | | | |
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# Notice of Intent (NOI) for coverage under Small MS4 General Permit (continued)

Part III: Stormwater Management Program Summary

MCM 2: Public Involvement and Participation

| BMP Categorization | Brief BMP Description (enter your own text to override the drop down menu) | Responsible Department/ Parties | Additional Description/ Measurable Goal | Beginning Year of BMP implementation |
|---|---|---|---|---|
| Public Review | SWMP Review | | | 2012 |
| Public Participation | | | | |
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# Notice of Intent (NOI) for coverage under Small MS4 General Permit (continued)

Part III: Stormwater Management Program Summary

MCM 3: Illicit Discharge Detection and Elimination (IDDE)

| **BMP Categorization** (enter your own text to override the drop down menu) | **BMP Description** | **Responsible Department/Parties** (enter your own text to override the drop down menu) | **Measurable Goal** (all text can be overwritten) |
|---|---|---|---|
| SSO inventory | | | Develop SSO inventory within 120 days of effective date of permit |
| Storm sewer system map | | | Develop map within 2 years of effective date of permit |
| Outfall inventory | | | Complete inventory of within 1 year of the effective dateof permit |
| Written IDDE program development | | | Complete within one year of the effective date of permit |
| Implement IDDE Program | | | Implement catchment investigations according to program and permit conditions |
| Employee Training | | | Train annually |
| Conduct dry weather screening | | | Conduct in accordance with outfall screening procedure and permit conditions |
| Conduct wet weather screening | | | Conduct in accordance with outfall screening procedure and permit conditions |
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# Notice of Intent (NOI) for coverage under Small MS4 General Permit (continued)

Part III: Stormwater Management Program Summary

MCM 4: Construction Site Stormwater Runoff Control

| **BMP Categorization** (enter your own text to override the drop down menu or entered text) | **BMP Description** | **Responsible Department/ Parties** (enter your own text to override the drop down menu) | **Measurable Goal** (all text can be overwritten) | **Beginning Year of BMP implementation** |
|---|---|---|---|---|
| Site inspection and enforcement of Erosion and Sediment Control (ESC) measures | Complete written procedures of site inspections and enforcement procedures | | Complete by the end of Year 1 | 2013 |
| Site plan review | Complete written procedures of site plan review and begin implementation | | Complete by the end of Year 1 | 2013 |
| Erosion and Sediment Control | Adoption of requirements for construction operators to implement a sediment and erosion control program | | | 2013 |
| Waste Control | Adoption of requirements to control wastes, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter, and sanitary wastes. | | | 2013 |
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# Notice of Intent (NOI) for coverage under Small MS4 General Permit (continued)

Part III: Stormwater Management Program Summary

MCM 5: Post-Construction Stormwater Management in New Development and Redevelopment

| **BMP Categorization** (enter your own text to override the drop down menu or entered text) | **BMP Description** | **Responsible Department/ Parties** (enter your own text to override the drop down menu) | **Measurable Goal** (all text can be overwritten) | **Beginning Year of BMP implementation** |
|---|---|---|---|---|
| As-built plans for on-site stormwater control | The procedures to require submission of as-built drawings and ensure long term operation and maintenance will be a part of the SWMP. | | Require submission of as-built plans for completed projects | 2013 |
| Estimation of impervious and directly connected impervious areas (IA and DCIA) | Estimate and update the baseline values or DCIA and IA including conventional pavements, sidewalks, driveways, roadways, parking lots, and rooftops. | | Complete by the end of year 2. Update annually. | 2014 |
| Inventory and priority ranking of MS4-owned properties that may be retrofitted with BMPs | Conduct detailed inventory of MS4 owned properties and rank for retrofit potential | | Completed by the end of year 3 | 2015 |
| Allow green infrastructure | Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist | | Completed by the end of year 3 | 2015 |
| Street design and parking lot guidelines | 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. | | Complete by the end of year 2 | 2014 |
| Ensure any stormwater controls or management practices for new development and redevelopment will prevent or minimize impacts to water quality. | Adoption, amendment or modification of a regulatory mechanism that ensures stormwater controls on new and redevelopment minimize impacts to water quality | | | |
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# Notice of Intent (NOI) for coverage under Small MS4 General Permit (continued)

Part III: Stormwater Management Program Summary

MCM 6: Municipal Good Housekeeping and Pollution Prevention

| **BMP Categorization** (enter your own text to override the drop down menu or entered text) | **BMP Description** | **Responsible Department/ Parties** (enter your own text to override the drop down menu) | **Measurable Goal** (all text can be overwritten) | **Beginning Year of BMP implementation** |
|---|---|---|---|---|
| Create written O&M procedures for parks and open spaces, buildings and facilities, and vehicles and equipment | | | Complete by the end of Year 1 | 2013 |
| Inventory all permittee-owned parks and open spaces, buildings and facilities (including their storm drains), and vehicles and equipment | | | Complete inventory within 6 months of effective date of permit | 2012 |
| Establish and implement program for repair and rehabilitation of MS4 infrastructure | | | Develop program within 1 year of effective date of permit. Implement continuously. | 2013 |
| Stormwater Pollution Prevention Plan (SWPPP) for maintenance garages, transfer stations and other waste-handling facilities | | | Complete by the end of Year 1 | 2013 |
| Catch Basin Cleaning | | | | 2012 |
| Street Sweeping Program | | | | 2012 |
| Road Salt use optimization program | | | | 2012 |
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# Notice of Intent (NOI) for coverage under Small MS4 General Permit (continued)

Part III: Stormwater Management Program Summary

BMPs for meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)

Use the drop-down menus to select the best categorization of your BMP and responsible party. If no options are applicable, or more than one, **enter your own text to override drop-down menus.**

| **Target impairment with approved TMDL and applicable waste load allocation** | **Target waterbody segment** | **BMP Description** | **Responsible Department/ Parties** (enter your own text to override the drop down menu) | **Measurable Goal** | **Beginning Year of BMP implementation** |
|---|---|---|---|---|---|
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# Notice of Intent (NOI) for coverage under Small MS4 General Permit (continued)

Part IV: Notes and additional information

Use the space below to provide any additional information about your MS4 program

Click to add text

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# Notice of Intent (NOI) for coverage under Small MS4 General Permit (continued)

Part V: 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.*

Name: _____ Title: _____

Date: _____

_____
Signature

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