

Stormwater Management Program (SWMP)

Town of Scituate

600 Chief Justice Cushing Highway MA 02066

EPA NPDES Permit Number MAR041060

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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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 Oct 1, 2018

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

<https://www3.epa.gov/region1/npdes/stormwater/ma/tms4noi/scituate.pdf>

Authorization to Discharge was granted on Feb 14, 2019

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

<https://www3.epa.gov/region1/npdes/stormwater/ma/tms4noi/scituate-auth.pdf>

Stormwater Management Program Team

SWMP Team Coordinator

Name	Sean McCarthy	Title	Engineering Supervisor
Department	Department of Public Works		
Phone Number	781-545-8732 Ext.5	Email	smccarthy@scituatema.gov
Responsibilities	Coordinate all SWMP activities and prepare/submit annual reports.		

SWMP Team

Name	Kevin Cafferty	Title	Director
Department	Department of Public Works		
Phone Number	781-545-8732	Email	kcafferty@scituatema.gov
Responsibilities	Oversees and directs all SWMP activities by DPW staff		

Name	William Branton	Title	Sewer Supervisor
Department	DPW - Sewer		
Phone Number	781-545-8736	Email	wbranton@scituatema.gov
Responsibilities	Assists with SWMP activities related to the Sewer Division, particularly related to the IDDE Program		

Name	Brad Washburn	Title	Director
Department	Department of Planning and Development		
Phone Number	781-545-8868	Email	bwashburn@scituatema.gov
Responsibilities	Assists with SWMP activities related to Planning, Conservation, and Board of Health regulations for new development and redevelopment projects.		

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:

<https://www3.epa.gov/region1/npdes/stormwater/ma/tms4noi/scituate.pdf>

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
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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.

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

<https://www3.epa.gov/region1/npdes/stormwater/ma/tms4noi/scituate.pdf>

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

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):

NA

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):

NA

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: School Program: Stormwater and conservation messaging

BMP Number (Optional) 1.01

Document Name and/or Web Address: <https://www.nsrwa.org/get-watersmart/school-programs/>

Description:

School curriculum, programs, press release, and social media post. Program incorporates demonstrations with groundwater model, watershed model and cleaning dirty water taught to elementary school students and parent volunteers in school program

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart r

Measurable Goal(s):

Annually track and report the specific messages, methods of distribution, and numbers of students and parent volunteers, as well as survey results and website views. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s): Annually in late August/early September

BMP: Regional Rain Barrel Sale

BMP Number (Optional) 1.02

Document Name and/or Web Address: <https://www.nsrwa.org/get-watersmart/rain-barrel-and-compost-sale/>

Description:

Press release, social media post, flyer, web page providing education about water conservation and the reduction of stormwater from impervious surfaces.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart r

Measurable Goal(s):

Annually track and report the specific message, method of distribution, website views and number of rain barrels sold in Town. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s): Annually

BMP: Gardening Green Expo

BMP Number (Optional) 1.03

Document Name and/or Web Address: <https://www.nsrwa.org/get-watersmart/gardening-green-expo/>

Description:

Regional event for WaterSmart South Shore Communities that provides information on how residents can reduce stormwater pollution from better landscaping practices.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart r

Measurable Goal(s):

Annually track and report the specific message, method of distribution, website views and number of attendees to the event. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s): Annually

BMP: Greenscapes Guide

BMP Number (Optional) 1.04

Document Name and/or Web Address: <https://www.nsrwa.org/get-watersmart/greenscapes/>

Description:

Digital download of landscaping techniques that reduce stormwater pollutants (fertilizers, pesticides, herbicides)

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart r

Measurable Goal(s):

Annually track and report the specific message, method of distribution, website views and number of guide downloads from Scituate. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s): Annually

BMP: MS4 messages - Grass Clippings, and Fertilizer for May

BMP Number (Optional) 1.05

Document Name and/or Web Address: <https://www.nsrwa.org/know-before-you-mow/>

Description:

A grass clippings message and a fertilizer message posted on the NSRWA Facebook page in May.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart r

Measurable Goal(s):

Annually track and report the specific message, method of distribution, and number of website views. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s): Annually in May

BMP: Pet Waste Education

BMP Number (Optional) 1.06

Document Name and/or Web Address: <https://www.nsrwa.org/get-watersmart/pet-waste-education/>

Description:

Printed Scoop It cards, web article, press release, and social media posts for June.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart r

Measurable Goal(s):

Annually track and report the specific message, method of distribution, number of cards distributed in Town and number of website hits. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s): Annually in June

BMP: Septic Maintenance Education

BMP Number (Optional) 1.07

Document Name and/or Web Address: <https://www.nsrwa.org/get-watersmart/septic-systems/>

Description:

Press release, social media post, web page, and brochure including information on maintenance of septic systems, corresponding with SepticSmart week in September.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart r

Measurable Goal(s):

Annually track and report the specific message, method of distribution, number of website hits and brochures handed out. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s): Annually in September

BMP: Proper management of Waste Materials and Dumpsters

BMP Number (Optional) 1.08

Document Name and/or Web Address:

Description:

Press release, social media post, web page, and brochure including information relevant to managing and reducing waste from dumpster waste from entering stormwater.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart r

Measurable Goal(s):

Annually track and report the specific message, method of distribution, number of website hits and brochures handed out. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s): Annually in October

BMP: Leaf Litter Education

BMP Number (Optional) 1.09

Document Name and/or Web Address:

Description:

Press release, social media post, web page, and brochure including information on proper management of leaf litter to keep it from entering stormwater.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart r

Measurable Goal(s):

Annually track and report the specific message, method of distribution, number of website hits and brochures handed out. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s): Annually in October

BMP: Proper Sediment and Erosion Control Management

BMP Number (Optional) 1.10

Document Name and/or Web Address:

Description:

Information provided by Planning, Conservation, and Building Department and permit request.

Targeted Audience: Developers (construction)

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart r

Measurable Goal(s):

Annually track and report the specific message, method of distribution, number of website hits and brochures handed out. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s): 2020

BMP: Proper management of Waste Materials and Dumpsters

BMP Number (Optional) 1.11

Document Name and/or Web Address:

Description:

Press release, social media post, web page, and brochure including information relevant to managing and reducing waste from dumpster waste from entering stormwater.

Targeted Audience: Industrial facilities

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart r

Measurable Goal(s):

Annually track and report the specific message, method of distribution, number of website hits and brochures handed out. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s): 2020

BMP: Targeted Pet Waste Education

BMP Number (Optional) 1.12

Document Name and/or Web Address:

Description:

Handout/mailed to go with dog licensing & distributed at local veterinarian offices and local pet stores & WaterSmart website; potential to target offending area(s)/neighborhood(s) in Town

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart r

Measurable Goal(s):

Annually track and report the specific message, method of distribution, number of website hits and brochures handed and/or mailed out. Improvement at known problem areas. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s): 2021

BMP: Parking Lot Maintenance Education

BMP Number (Optional) 1.13

Document Name and/or Web Address:

Description:

Press release, social media post, web page, and brochure including information on salt storage, sweeping, catch basin cleaning, fleet maintenance.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart r

Measurable Goal(s):

Annually track and report the specific message, method of distribution, number of website hits and brochures handed out. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s): 2021

BMP: Low Impact Development Education

BMP Number (Optional) 1.14

Document Name and/or Web Address:

Description:

Press release, social media post, web page, and brochure including information on reduction of impervious surfaces, use of alternatives to paving, decentralized approach to stormwater, rain gardens, swales, bioretention.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Annually track and report the specific message, method of distribution, number of website hits and brochures handed out. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

Message Date(s):

BMP: Parking Lot Maintenance Education

BMP Number (Optional) 1.15

Document Name and/or Web Address:

Description:

Press release, social media post, web page, and brochure including information on salt storage, sweeping, catch basin cleaning, fleet maintenance.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Annually track and report the specific message, method of distribution, number of website hits and brochures handed out. Review annually and revise message and/or distribution method if feedback indicates that either is ineffective relative to other portions of the education program.

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) 2.01

Location of Plan and/or Web Address: <https://www.scituatema.gov/department-of-public-works/pages/ms-4-permit>

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Stormwater Management Plan is publicly available on the Town's website.

BMP: Public Participation in Stormwater Management Program Development

BMP Number (Optional) 2.02

Description:

The public is encouraged to review and comment on the Stormwater Management Program that is posted on the Town's website.

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Annual public input provided.

BMP: Household Hazardous Waste/Used Oil Collection

BMP Number (Optional) 2.03

Document Name and/or Web Address: <https://www.scituatema.gov/transfer-station/news/household-hazardous-waste-collection>

Description:

Sponsor and encourage public participation in annual collection events open to the public.

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Record volumes/quantities of materials collected.

BMP: Town-wide cleanups "Shipshape"

BMP Number (Optional) 2.04

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Stormwater Working Group to revise Stormwater Regulations

BMP Number (Optional) 2.05

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Sign Installations with Volunteers

BMP Number (Optional) 2.06

Document Name and/or Web Address:

Description:

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Number of signs installed and maintained

Add BMP

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) 3.01

Completed (by May 1, 2008)

Ordinances Link or Reference: <https://www.scituatema.gov/sites/scituatema/files/file/file/sewer-rules-regulations-010313.pdf>

Department Responsible for Enforcement: DPW Operations

BMP: Sanitary Sewer Overflow (SSO) Inventory

BMP Number (Optional) 3.02

Completed (by year 1)

Document Name and/or Web Address: <https://www.scituatema.gov/department-of-public-works/pages/ms-4-permit>

Description:

Inventory of the sanitary sewer overflows on an annual basis.

Responsible Department/Parties: DPW Operations

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.

The MassDEP contacts are:
Northeast Region (978) 694-3215
205B Lowell Street
Wilmington, MA 01887
Central Region (508) 792-7650
8 New Bond Street
Worcester, MA 01606
Southeast Region (508) 946-2750
20 Riverside Drive
Lakeville, MA 02347
Western Region (413) 784-1100
436 Dwight Street
Springfield, MA 01103
24-hour Emergency Line 1-888-304-1133

The EPA contacts are:
EPA New England (617) 918-1510
5 Post Office Square
Boston, MA 02109

BMP: Map of Storm Sewer System

BMP Number (Optional) 3.03

Phase I Completed
(by year 2)

Phase II Completed
(by year 10)

Document Location and/or Web Address: <https://www.scituatema.gov/department-of-public-works/pages/ms-4-permit>

Description:

Map of the Town MS4-related infrastructure, associated catchments, and receiving waters and their impairments if applicable.

Responsible Department/Parties: DPW Operations

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.

BMP: IDDE Program

BMP Number (Optional) 3.04

Written Document Completed (by year 1)

Document Name and/or Web Address: <https://www.scituatema.gov/department-of-public-works/pages/ms-4-permit>

Description:

Document which describes the procedures for detecting and eliminating illicit discharges.

Responsible Department/Parties: DPW Operations

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:

BMP: Employee Training

BMP Number (Optional) 3.05

Description:

Train employees annually on IDDE program implementation.

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Training occurs annually in the fall.

BMP: Dry Weather Screening

BMP Number (Optional) 3.06

Completed

Document Name and/or Web Address:

Description:

Conduct dry weather screening of all outfalls in accordance with the procedures outlined in the IDDE Program.

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Complete dry weather screening for 100% of regulated outfalls 3 years after effective date of permit.

BMP: Wet Weather Screening

BMP Number (Optional) 3.07

Completed

Document Name and/or Web Address:

Description:

Conduct wet weather outfall screening of all outfalls in accordance with the procedures outlined in the IDDE Program.

Responsible Department/Parties:

Measurable Goal(s):

Complete 10 years after effective date of permit.

BMP: Catchment Investigations

BMP Number (Optional) 3.08

Completed

Document Name and/or Web Address:

Description:

Implement catchment investigations of all outfalls in accordance with the procedures outlined in the IDDE Program.

Responsible Department/Parties:

Measurable Goal(s):

Complete 10 years after effective date of permit.

BMP: IDDE Plan - Septic System Inspection Program

BMP Number (Optional) 3.08

Completed

Document Name and/or Web Address:

Description:

Program to inspect coastal septic systems following storm events with large storm surge.

Responsible Department/Parties:

Measurable Goal(s):

Annually track and report number of impacted systems and repairs. Identify areas with repeated impacts for targeted education efforts.

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) 4.01

Completed (by May 1, 2008)

Ordinances Link or Reference: Stormwater Bylaw
https://www.scituatema.gov/sites/scituatema/files/file/file/ag_approved_stormwater_bylaw_4-14-16.pdf

Department Responsible for Enforcement: Planning Board and Conservation Commission

BMP: Site Plan Review Procedures

BMP Number (Optional) 4.02

Written procedures completed (by year 1)

Document Name and/or Web Address: Stormwater Regulations
https://www.scituatema.gov/sites/scituatema/files/file/file/042910scituate_sw_regs_final.pdf

Description:

Construction projects are reviewed through the Town's stormwater permit processes through the Planning Board and Conservation Commission.

Responsible Department/Parties: Planning Board and Conservation Commission

Measurable Goal(s):

Conduct site plan review of 100% of projects according to the procedures outlined above.

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

BMP Number (Optional) 4.03

Completed (by year 1)

Document Name and/or Web Address: Construction Site Procedures
<https://www.scituatema.gov/departement-of-public-works/pages/ms-4-permit>

Description:

Complete procedures for site inspections and enforcement of sediment and erosion controls during construction.

Responsible Department/Parties: Department of Planning and Development

Measurable Goal(s):

Inspect 100% of construction sites as outlined in the above document and take enforcement actions as needed.

[Empty box]

BMP: Waste Control

BMP Number (Optional) 4.04

Completed

Document Name and/or Web Address: [Empty box]

Description:

Adoption of requirements to control waste, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter and sanitary waste

Responsible Department/Parties: Department of Planning and Development

Measurable Goal(s):

Have waste control measures at all construction sites.

Add BMP

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) 5.01

Completed (by year 2)

Town Ordinances Link or Reference: https://www.scituatema.gov/sites/scituatema/files/file/file/ag_approved_stormwater_bylaw_4-14-16.pdf

Department Responsible for Enforcement: Department of Planning and Development

BMP: Street Design and Parking Lot Guidelines Report

BMP Number (Optional) 5.02

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: Department of Planning and Development

Measurable Goal(s):

Recommendations are implemented according to report with progress reported annually thereafter.

BMP: Green Infrastructure Report

BMP Number (Optional) 5.03

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: Department of Planning and Development

Measurable Goal(s):

Recommendations are implemented according to report with progress reported annually thereafter.

BMP: List of Municipal Retrofit Opportunities

BMP Number (Optional) 5.04

Completed (by year 4)

Document Name and/or Web Address:

Description:

Identify Town-owned properties that could be modified or retrofitted with BMPs to reduce impervious areas.

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

The list is completed by end of permit year 4 and updated as needed annually.

BMP: As-built Plans

BMP Number (Optional) 5.05

Completed

Document Name and/or Web Address:

Description:

Develop procedures that require submission of as-built drawings and ensure long term operation and maintenance

Responsible Department/Parties: Department of Planning and Development

Measurable Goal(s):

Require submission of as-built plans for completed projects.

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) 6.01

Written Document Completed (by year 2)

Document Name and/or Web Address:

Description:

Create written operation and maintenance procedures for parks and open spaces within the MS4 regulated area.

Responsible Department/Parties:

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) 6.02

Written Document Completed (by year 2)

Document Name and/or Web Address:

Description:

Create written operation and maintenance procedures for buildings and facilities within the MS4 regulated area.

Responsible Department/Parties:

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) 6.03

Written Document Completed (by year 2)

Document Name and/or Web Address:

Description:

Create written operation and maintenance procedures for vehicles and equipment within the MS4 regulated area.

Responsible Department/Parties: DPW Operations

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) 6.04

Written Procedure Completed (by year 2)

Document Name and/or Web Address:

Description:

Establish a program and procedures for repair and rehabilitation of MS4 infrastructure.

Responsible Department/Parties: DPW Operations

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) 6.05

Written Procedure Completed (by year 1)

Document Name and/or Web Address:

<https://www.scituatema.gov/departement-of-public-works/pages/ms-4-permit>

Description:

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

Responsible Department/Parties: DPW Operations

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) 6.06

Written Procedure Completed (by year 1)

Document Name and/or Web Address: <https://www.scituatema.gov/department-of-public-works/pages/ms-4-permit>

Description:

Establish program and procedures for sweeping all streets and Town-owned parking lots .

Responsible Department/Parties: DPW Operations

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) 6.07

Written Procedure Completed (by year 1)

Document Name and/or Web Address: <https://www.scituatema.gov/department-of-public-works/pages/ms-4-permit>

Description:

Establish and implement a program to minimize the use of road salt, particularly in the Water Resource Protection Districts.

Responsible Department/Parties: DPW Operations

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) 6.08

Completed (by year 1)

<https://www.scituatema.gov/department-of-public-works/pages/>

Document Name and/or Web Address: ms-4-permit

Description:

Establish and implement inspection and maintenance procedures and frequency for stormwater treatment practices.

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

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

BMP: SWPPP

BMP Number (Optional) 6.09

Completed (by year 2)

Document Name and/or Web Address:

Description:

Create SWPPPs for maintenance garages, transfer stations, and other waste handling facilities located within the MS4 regulated area

Responsible Department/Parties: DPW Operations

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

Bacteria/Pathogens

Combination of Impaired Waters Requirements and TMDL Requirements as Applicable

Applicable Receiving Waterbody(ies)	TMDL Name (if applicable)	Add/Delete Row
MA94-02 Scituate Harbor	South Coastal	<input type="checkbox"/> + <input type="checkbox"/> -
MA94-07 Herring River	South Coastal	<input type="checkbox"/> + <input type="checkbox"/> -
MA94-09 South River	South Coastal	<input type="checkbox"/> + <input type="checkbox"/> -
MA94-19 The Gulf	South Coastal	<input type="checkbox"/> + <input type="checkbox"/> -
MA94-33 Musquashcut Pond	South Coastal	<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:

BMP 3.04

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))

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:

BMPs 1.06 and 1.12

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:

BMP 1.12

[Empty rectangular box]

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:

1.07

Solids, Oil and Grease (Hydrocarbons), or Metals

Combination of Impaired Requirements and TMDL Requirements as Applicable

Applicable Receiving Waterbody(ies)	TMDL Name (if applicable)	Add/Delete Row
MA94-18 Bound Brook	NA	<input type="button" value="+"/> <input type="button" value="-"/>

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:

BMP 3.04

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

Increase street sweeping frequency of all municipal owned streets and parking lots to a schedule to target areas with potential for high pollutant loads

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

BMP 6.06

Prioritize inspection and maintenance for catch basins to ensure that no sump shall be more than 50 percent full; Clean catch basins more frequently if inspection and maintenance activities indicate excessive sediment or debris loadings

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

BMP 6.05

Requirements Due by Year 2

Stormwater Management in New Development and Redevelopment

Stormwater management systems designed on commercial and industrial land use area draining to the water quality limited water body shall incorporate designs that allow for shutdown and containment where appropriate to isolate the system in the event of an emergency spill or other unexpected event

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

BMP 5.01

Phosphorus

Combination of Impaired Waters Requirements and TMDL Requirements as Applicable

Applicable Receiving Waterbody(ies)	TMDL Name (if applicable)	Add/Delete Row
MA94113 Old Oaken Bucket Pond	NA	<input type="checkbox"/> + <input type="checkbox"/> -
MA94-33 Musquashcut Pond	NA	<input type="checkbox"/> + <input type="checkbox"/> -

Annual Requirements Beginning Year 1

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))

 Distribute an annual message in the spring (April/May) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release and phosphorus-free fertilizers

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

BMPs 1.03, 1.04, and 1.05

 Distribute an annual message in the summer (June/July) 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:

BMPs 1.06 and 1.12

 Distribute an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

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

BMP 1.09

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

Increase street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

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

BMP 6.06

Establish procedures to properly manage grass cuttings and leaf litter on permittee property, including prohibiting blowing organic waste materials onto adjacent impervious surfaces

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

BMP 6.01

Stormwater Management in New Development and Redevelopment

Retrofit inventory and priority ranking under 2.3.6.1.b. shall include consideration of BMPs to reduce phosphorus discharges

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

BMP 5.04

Phosphorus Reduction Tracking BMP

Any structural BMPs listed in Table 3 of Attachment 1 to Appendix H already existing or installed in the regulated area by the permittee or its agents shall be tracked and the permittee shall estimate the phosphorus removal by the BMP consistent with Attachment 1 to Appendix H.

The BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated phosphorus removed in pass per year by the BMP is found in the following document or website and is updated yearly at a minimum:

BMP 5.6 To Be Developed for any structural BMPs constructed by the Town in target watersheds

Requirements Due by Year 2

Stormwater Management in New Development and Redevelopment

The requirement for adoption/amendment of the permittee's ordinance or other regulatory mechanism shall include a requirement that new development and redevelopment stormwater management BMPs be optimized for phosphorus removal

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

BMP 5.01

Requirements Due by Year 4

Complete a Phosphorus Source Identification Report

The document name (if attached) and/or web address is/are:

Pending

Stormwater Management in New Development and Redevelopment

Retrofit inventory and priority ranking under 2.3.6.1.b. shall include consideration of BMPs that infiltrate stormwater where feasible

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

BMP 5.04

Requirements Due by Year 5

Potential Structural BMPs

Evaluate all permittee-owned properties identified as presenting retrofit opportunities or areas for structural BMP installation under Permit part 2.3.6.d.ii or identified in the Phosphorus Source Identification Report that are within the drainage area of the impaired water or its tributaries

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

BMP 5.04

Complete a listing of planned structural BMPs and a plan and schedule for implementation

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

BMP 5.04