

Stormwater Management Program (SWMP)

Town of Westport

816 Main Road MA 02790

EPA NPDES Permit Number MA021174

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 Timothy King

Signature



Date

9/24/19

[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.

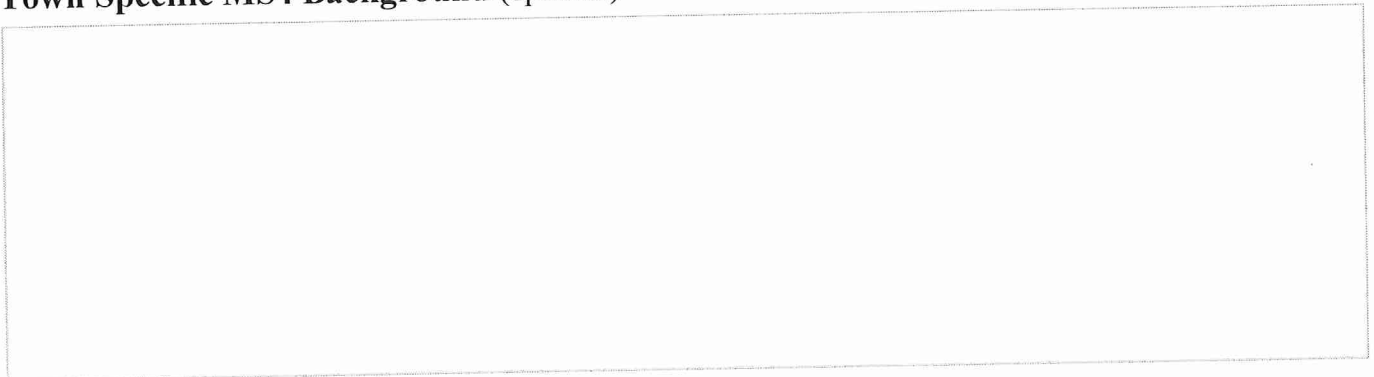
Permit Program Background

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 September 18, 2018

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

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

Authorization to Discharge was granted on December 14, 2018

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

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

Stormwater Management Program Team

SWMP Team Coordinator

Name	Timothy King	Title	Town Administrator
Department	Board of Selectmen		
Phone Number	(508) 636-1150	Email	KingT@westport-ma.gov
Responsibilities	Supervises, directs and assumes responsibility for the efficient administration of functions and activities relating to the MS4 program and management.		

SWMP Team

Name	James Hartnett	Title	Assist. Admin/Town Planner
Department	Planning Board		
Phone Number	(508) 636-1037	Email	Hartnettj@westport-ma.gov
Responsibilities	Under the direction of the Town Administrator and Planning Board, assists with the coordination and implementation of the MS4 permit.		

Name	Chris Gonsalves	Title	Highway Surveyor
Department	Highway Department		
Phone Number	(508) 636-1020	Email	Highway@westport-ma.gov
Responsibilities	Responsible for coordinating compliance and implementation of the IDDE Plan. Responsible for documenting suspected illicit discharges and providing appropriate investigation. Manages and maintains the Town's stormwater system. Coordinates highway department work with other departments.		

Name	Chris Capone	Title	Conservation Agent
Department	Conservation Commission		
Phone Number	(508) 636-1019	Email	ccagent@westport-ma.gov
	Assists highway department with IDDE program and maintenance. Coordinates education and outreach programs. Reviews site plans, erosion and sediment control plans as necessary		

Responsibilities and coordinates with departments to ensure conformance with standards and regulations as it relates to stormwater management.

Name Matthew J. Armendo Title Director Board of Health

Department Board of Health

Phone Number (508) 636-1015 Email Armendom@westport-ma.gov

Responsibilities Review plans for compliance with Title V and Board of Health storm water regulations. Investigates sources of illicit discharges into the stormwater system. Monitors bacteria in Town water bodies.

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/westport.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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[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.

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/westport.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):

Not 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):

Not 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:Residents-targeted brochures and webpage

BMP Number (Optional) 1A

Document Name and/or Web Address: Stormwater Pollution Prevention Guide
https://www.westport-ma.com/sites/westportma/files/uploads/7_ms4-cic-residential-flyer.pdf

Description:

Pet waste, stormwater, lawn & garden and autocare flyer

Targeted Audience: Residents

Responsible Department/Parties: Conservation Commission/ Board of Health

Measurable Goal(s):

Provide pamphlet for the public at Town Hall and post on MS4 Website

Message Date(s): 2018

BMP:Residents targeted Brochure- Mailing

BMP Number (Optional) 1B

Document Name and/or Web Address: Know your Nitrogen

Description:

Pamphlet prepared by the Westport River Watershed Alliance explaining Nitrogen, where it comes from and what can be done to reduce the impacts of nitrogen loading.

Targeted Audience: Residents

Responsible Department/Parties: Westport River Watershed Alliance-mailings and handouts

Measurable Goal(s):

Inform residential property owners that nitrogen from septic systems, lawn fertilizer, pet waste and other sources have an impact on waterways and the environment and provides methods to minimize nitrogen loading.

Message Date(s): 2017-2018

BMP: Residents Brochure and Webpage

BMP Number (Optional) 1C

Document Name and/or Web Address: https://www.westport-ma.com/sites/westportma/files/uploads/8_ms4-citizens-flyer.pdf

Description:

Brochure prepared by EPA, Stormwater in New England, What you can do as a Citizen. Provides information on ways to minimize pollution in stormwater through landscaping, pet and household waste.

Targeted Audience: Residents

Responsible Department/Parties: Planning Board MS4 Webpage

Measurable Goal(s):

Provide access to Brochure for residents to educate themselves on BMP for stormwater and household waste.

Message Date(s): 2018

BMP:Rules and Regulations

BMP Number (Optional) 1D

Document Name and/or Web Address: <https://www.westport-ma.com/sites/westportma/files/uploads/siteplanrulesandregulationsrev1-28-14.pdf>

Description:

Rules and Regulations for Site Plan Approval, is used as an enforcement tool and an educational tool to inform engineers and developers on BMPs for site development.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Planning Board

Measurable Goal(s):

All new developments in excess of 1,000 s.f. submit site plans to the planning board for review to ensure compliance with stormwater regulations.

Message Date(s): 2018-Ongoing

BMP:Brochure

BMP Number (Optional) 1E

Document Name and/or Web Address: Pollution Prevention for Business

https://www.westport-ma.com/sites/westportma/files/uploads/9_ms4-p2-businesses_2.pdf

Description:

Best Management Practices for Pollution Prevention, Why is it important? What are the benefits? How can a Business start using Pollution Prevention.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: Building Department

Measurable Goal(s):

Provide access to Brochure to all new businesses

Message Date(s): 2018

BMP: Brochure

BMP Number (Optional) 1F

Document Name and/or Web Address: Stormwater Management for Small Business
https://www.westport-ma.com/sites/westportma/files/uploads/4_ms4-sw-management-small-business.pdf

Description:

Brochure describes - property maintenance tips, how to dispose of hazardous waste, reminders for restaurants and food establishments. How to prevent Stormwater Pollution.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: Board of Health - Highway Department

Measurable Goal(s):

Provide brochure to new businesses and existing businesses at time of renewal.

Message Date(s): 2018

BMP: Brochure-Webpage

BMP Number (Optional) 1G

Document Name and/or Web Address: What you can do as a developer
https://www.westport-ma.com/sites/westportma/files/uploads/5_ms4-what-developers-can-do.pdf

Description:

EPA- Stormwater New England Brochure - recommending and describing innovative development practices including the use of Low Impact Development Practices.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Planning Board

Measurable Goal(s):

Encourage new subdivisions and site plans to use Low Impact Development (LID) practices in their design.

Message Date(s): 2018

BMP: Brochure-Mailing

BMP Number (Optional) 1H

Document Name and/or Web Address: Only Raid Down the Drain

Description:

Brochure for pet waste, lawn and garden, stormwater and auto care.

Targeted Audience: Residents

Responsible Department/Parties: Town Clerk

Measurable Goal(s):

Copy to every dog owner at time of yearly license renewal

Message Date(s): 2018

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) 2A

Location of Plan and/or Web Address: Town MS4 Website

Responsible Department/Parties: Highway Department - Planning Board

Measurable Goal(s):

Stormwater Management Plan is publicly available.

BMP: Public Participation in Stormwater Management Program Development

BMP Number (Optional) 2B

Description:

Public Meeting with the Planning Board
September 10, 2019, review plan and open to public comment

Responsible Department/Parties: Planning Board

Measurable Goal(s):

Annual public input provided.

BMP: Stormwater Management Planning

BMP Number (Optional) 3B

Document Name and/or Web Address: Targeted Integrated Water Resource Management Plan

Description:

The Town has been working with Klienfelder Engineering to develop a stormwater, wastewater management plan to reduce environmental impacts on the Town's waterways and drinking water. The Plan should be completed in 2019

Responsible Department/Parties: Planning Board

Measurable Goal(s):

Develop Alternative solutions to meet the Town's TMDL for nitrogen in the East Branch of the Wesport River.
Identify areas of Town with high drinking water contaminants.

BMP: Hazardous Waste Day

BMP Number (Optional) 3C

Document Name and/or Web Address: Annual Hazardous Waste Day

Description:

Working with the Westport River Watershed Alliance, organize and host annual waste collection day

Responsible Department/Parties: Westport River Watershed Alliance - Highway Department

Measurable Goal(s):

Amount of Material Collected

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) 3A

Completed (by May 1, 2008) ☐

Ordinances Link or Reference: Article LXVI Illicit Discharge, Town Bylaws (2017 ATM)

Department Responsible for Enforcement: Board of Selectmen

BMP: Sanitary Sewer Overflow (SSO) Inventory

BMP Number (Optional) 3B

Completed (by year 1) ☒

Document Name and/or Web Address:

Description:

Westport has three properties tied into the Fall River Public Sewer, currently the sewer line is privately owned.

Responsible Department/Parties: Highway Department - LaFrance Hospitality

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> <p>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</p>	<p>The EPA contacts are:</p> <p>EPA New England (617) 918-1510 5 Post Office Square Boston, MA 02109</p>
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BMP: Map of Storm Sewer System

BMP Number (Optional) 3C

Phase I Completed ☒
(by year 2)

Phase II Completed ☐
(by year 10)

Document Location and/or Web Address: https://www.westport-ma.com/planning-board/pages/ms4-stormwater-permit

Description:

Outfall maps shown indexed and shown on 6 separate maps

Responsible Department/Parties: Highway Department , Planning Board, BBNEP

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) 3D

Written Document Completed (by year 1) ☒

Document Name and/or Web Address: Town of Westport IDDE Program

Description:

Develop and implement IDDE program in accordance with permit conditions

Responsible Department/Parties: Planning Board, Highway Department, Board of Health

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:

To be Determined

BMP: Employee Training

BMP Number (Optional) 3E

Description:

Train Employees on IDDE implementation

Responsible Department/Parties: Highway Department - Board of Health

Measurable Goal(s):

Training occurs as scheduled or at a minimum 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) 4A

Completed (by May 1, 2008) ☒

Ordinances Link or Reference: Article XI Soil Conservation Town Bylaw

Department Responsible for Enforcement: Conservation Commission

BMP: Site Plan Review Procedures

BMP Number (Optional) 4B

Written procedures completed (by year 1) ☒

Document Name and/or Web Address: Article 15 "Site Plan Review" Zoning Bylaw

Description:

The purpose of Site Plan Approval is to protect the health, safety, convenience, property values, and general welfare of the inhabitants of the Town of Westport by providing for review of plans for uses and structures which may have significant impacts on traffic; municipal and public services and utilities; environmental and design quality; and community character.

Responsible Department/Parties: Planning Board

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) 4C

Completed (by year 1) ☒

Document Name and/or Web Address: Article 15 "Site Plan Review" Zoning Bylaw

Description:

Construction for projects requiring Site Plan Review are inspected by Town review engineer or developers engineer certifies that it was built in substantial conformity with the design plans. Sites are inspected during construction by Planning, Conservation and Highway Department to ensure compliance with design plans and to monitor erosion control methods.

Responsible Department/Parties: Planning Board, Conservation Commission, Highway Department

Measurable Goal(s):

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

BMP:[BMP name here]

BMP Number (Optional) _____

Completed ☐

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

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) 5A

Completed (by year 2) ☒

Town Ordinances Link or Reference: Article 15 "Site Plan Review" Zoning Bylaw, & Article 20 "Low Impact Development"

Department Responsible for Enforcement: Planning Board

BMP: Street Design and Parking Lot Guidelines Report

BMP Number (Optional) 5B

Completed (by year 4) ☒

Document Name and/or Web Address: Article 15 "Site Plan Review" Zoning Bylaw, & Article 20 "Low Impact Development" Planning Board Subdivision Rules and Regulations

Description:

Street design is regulated under the Planning Board's Subdivision Rules and Regulations, these regulations were updated in 2017 to incorporate higher intensity storms and Low Impact Development Standards. Parking lot design is regulated under Site Plan Review and Low Impact Development Bylaws and both reference the stormwater standards listed in the Subdivision Rules and Regulations.

Responsible Department/Parties: Planning Board, Conservation Commission

Measurable Goal(s):

Recommendations are implemented by 2017 with progress reported annually.

BMP: Green Infrastructure Report

BMP Number (Optional) 5C

Completed (by year 4) ☐

Document Name and/or Web Address: TO BE DETERMINED

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 additional low impact options.

Responsible Department/Parties: Planning Board, Conservation Commission

Measurable Goal(s):

Recommendations are implemented when adopted with progress reported annually.

BMP: List of Municipal Retrofit Opportunities

BMP Number (Optional) 5D

Completed (by year 4) ☒

Document Name and/or Web Address: Westport Elementary School

Description:

As part of the New Westport Middle/High School, existing drainage from the elementary school that is located on the same site will be redesigned using Best Management Practices and Low Impact Development standards. Three existing outflow pipes will be redirected into infiltration systems and filtered by Water Quality Drainage Structures prior to overflowing into the Old County Road Drainage system.

Responsible Department/Parties: School Building Committee

Measurable Goal(s):

The list is completed by June 2020 and updated as needed.

BMP:[Municipal Retrofit Project]

BMP Number (Optional) 5E

Completed ☐

Document Name and/or Web Address: Westport Middle/High School

Description:

The existing middle school was demolished, a new Middle/ High school will be constructed with a new drainage design, exceeding the Planning Board's Site Plan and Low Impact design standards, providing infiltration along with water quality stormceptors.

Responsible Department/Parties: School Building Committee, Planning Board

Measurable Goal(s):

Reduce rate of run-off at the existing outfall on Old County Road and improve water quality by removing sediments and contaminants prior to the outfall.

BMP:Municipal Retrofit Project

BMP Number (Optional) 5F

Completed ☐

Document Name and/or Web Address: Town Landing-WRWA Site Plan

Description:

Upgrade parking area and storm drainage system at the Head Town Landing. Improvements will include

stabilization of the ramp and river bank along with infiltration trench to intercept stormwater prior to leaving the site. Roof infiltration systems will also be installed.

Responsible Department/Parties: Planning Board, Conservation Commission

Measurable Goal(s):

Reduce runoff from the site, stabilize river bank and kayak ramp.

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) 6A

Written Document Completed (by year 2) ☒

Document Name and/or Web Address: Standard Operating Procedures "Parks and Open Space Management"

Description:

O & M procedures including all requirements contained in 2.3.7.a.ii for parks and open spaces. These regulations will apply to the one park located within the MS4 designated area.

Responsible Department/Parties: Highway Department

Measurable Goal(s):

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

Properties List (Optional):

Skateboard Park - 154 Gifford Road

BMP: Buildings and Facilities Operations and Maintenance Procedures

BMP Number (Optional) 6B

Written Document Completed (by year 2) ☐

Document Name and/or Web Address: TO BE DETERMINED

Description:

Create written O & M procedures including all requirements contained in 2.3.7.a.i for parks and open spaces

Responsible Department/Parties: Highway Department, Fire Department, School Department

Measurable Goal(s):

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

Properties List (Optional):

Macomber School, 154 Gifford Road
Library - 408 Cold County Road
Elementary School - 380 Old County Road
Briggs Road Fire Station - 85 Briggs Road

BMP: Vehicles and Equipment Operations and Maintenance Procedures

BMP Number (Optional) 6C

Written Document Completed (by year 2) ☐

Document Name and/or Web Address: Not Applicable

Description:

Storage, Maintenance and repairs of vehicles are not done within the MS4 Designated areas

Responsible Department/Parties: Highway Department

Measurable Goal(s):

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

Properties List (Optional):

Not Applicable, storage and maintenance of vehicles is done outside of the MS4 areas.

INFRASTRUCTURE

BMP: Infrastructure Operations and Maintenance Procedures

BMP Number (Optional) 6D

Written Procedure Completed (by year 2) ☐

Document Name and/or Web Address: Procedures not formalized

Description:

Establish and implement program for repair and rehabilitation of MS4 infrastructure. General maintenance of stormwater structures is completed as needed as funds become available. Infrastructure is repaired or upgraded when roads are resurfaced or reconstructed.

Responsible Department/Parties: Highway Department

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) 6E

Written Procedure Completed (by year 1) ☒

Document Name and/or Web Address: Catch Basin inspection and Cleaning Procedures

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. Highway department maintains a dated list of all basin cleaning.

Responsible Department/Parties: Highway Department

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) 6F

Written Procedure Completed (by year 1) ☐

Document Name and/or Web Address: TO BE DETERMINED

Description:

Written procedure not in place, the Town owns and operates a street sweeper that operates, spring, summer and fall. All streets are swept as needed, with the heavily travelled and sanded routes listed as a priority.

Responsible Department/Parties: Highway Department

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) 6G

Written Procedure Completed (by year 1) ☐

Document Name and/or Web Address: Standard Operating Procedures for Snow Removal and De-Icing

Description:

Standard operating procedures, minimal use of salt.

Responsible Department/Parties: Highway Department

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) 6H

Completed (by year 1) ☐

Document Name and/or Web Address: TO BE DETERMINED

Description:

Establish and implement inspection and maintenance procedures and frequencies.

Responsible Department/Parties: Highway Department

Measurable Goal(s):

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

BMP: SWPPP

BMP Number (Optional) 6I

Completed (by year 2) ☒

Document Name and/or Web Address: Not Applicable

Description:

Highway Department maintenance garages, transfer stations and other waste-handling facilities are not located within the MS4 areas.

Responsible Department/Parties:

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:

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

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	
Bread & Cheese Brook MA 95-58	Not Applicable	<input type="checkbox"/>	<input type="checkbox"/>
East Branch Westport River MA 95-40	Not Applicable	<input type="checkbox"/>	<input type="checkbox"/>
East Branch Westport River MA 95-41	Not Applicable	<input type="checkbox"/>	<input type="checkbox"/>
Snell Creek MA 95-44	Not Applicable	<input type="checkbox"/>	<input type="checkbox"/>
Snell Creek MA 95-45	Not Applicable	<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 1C Brochure prepared by EPA, Stormwater in New England, What you can do as a Citizen. Provides information on ways to minimize pollution in stormwater through landscaping, pet and household waste.

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:

BMP 1A Pet waste, stormwater, lawn & garden and autocare flyer.

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 1H Copy to every dog owner at time of yearly license renewal

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:

BMP 1C Brochure prepared by EPA, Stormwater in New England, What you can do as a Citizen. Provides information on ways to minimize pollution in stormwater through landscaping, pet and household waste.

Nitrogen

Combination of Impaired Waters Requirements and TMDL Requirements as Applicable

Applicable Receiving Waterbody(ies)	TMDL Name (if applicable)	Add/Delete Row
East Branch Westport River MA 95-41		<input type="button" value="+"/> <input type="button" value="-"/>

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 fertilizers

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

BMP 1B - Pamphlet prepared by the Westport River Watershed Alliance explaining Nitrogen, where it comes from and what can be done to reduce the impacts of nitrogen loading.

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:

BMP 1H Copy to every dog owner at time of yearly license renewal

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 1A Pet waste, stormwater, lawn & garden and autocare flyer

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

Establish requirements for the use of slow release fertilizers on permittee owned property currently using fertilizer, in addition to reducing and managing fertilizer use as provided in part 2.3.7.1

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

BMP 1A Pet waste, stormwater, lawn & garden and autocare flyer

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 1A Pet waste, stormwater, lawn & garden and autocare flyer

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 6H Establish and implement inspection and maintenance procedures and frequencies.

Nitrogen 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 nitrogen 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 nitrogen removed in mass per year by the BMP is found in the following document or website and is updated yearly at a minimum:

BMP 1B Pamphlet prepared by the Westport River Watershed Alliance explaining Nitrogen, where it comes from and what can be done to reduce the impacts of nitrogen loading.

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 nitrogen 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 4C Construction for projects requiring Site Plan Review are inspected by Town review engineer or developers engineer certifies that it was built in substantial conformity with the design plans. Sites are inspected during construction by Planning, Conservation and Highway Department to ensure compliance with design plans and to monitor erosion control methods.

Requirements Due by Year 4

Complete a Nitrogen Source Identification Report

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

Massachusetts Estuaries Project - Linked Watershed-Embayment Approach to Determine Critical Nitrogen Loading Thresholds for the Westport River Embayment System Town of Westport, Massachusetts

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 nitrogen discharges

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

The Town is currently working on a Targeted Intergrated Water, Wastewater, Stormwater Management Plan that should be completed late 2019, early 2020.

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 Nitrogen 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 5D As part of the New Westport Middle/High School, existing drainage from the elementary school that is located on the same site will be redesigned using Best Management Practices and Low Impact Development. Three existing outflow pipes will be redirected into infiltration systems and filtered by Water Quality Drainage systems prior to overflowing into the Old County Road Drainage system.

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 5E The existing middle school was demolished, a new Middle/ High school will be constructed with a new drainage design, exceeding the Planning Board's Site Plan and Low Impact design standards, providing infiltration along with water quality stormceptors.