

Stormwater Management Program (SWMP)

Chelmsford

9 Alpha Road MA 01824

EPA NPDES Permit Number MAR041185

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)

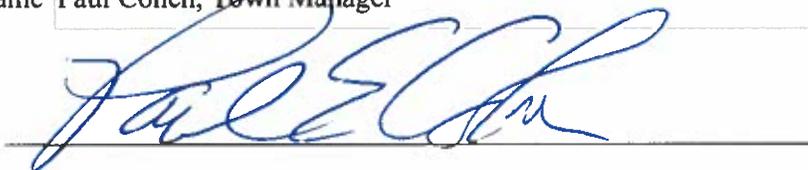
Document for delegation of "Authorized Representative"
File name: Stormwater Delegation Letter
Letter located in the Appendix of this document

- 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 Paul Cohen, Town Manager

Signature



Date

6-23-25

[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)

The Stormwater Division was established in 2018 to implement, monitor, and report requirements of the ms4 permit.

Small MS4 Authorization

The NOI was submitted on Sep 26, 2018

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

<https://www.epa.gov/npdes-permits/regulated-ms4-massachusetts-communities>
<https://www3.epa.gov/region1/npdes/stormwater/ma/tms4noi/chelmsford.pdf>

Authorization to Discharge was granted on December 14, 2018

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

Chelmsford DPW, Engineering Division, 9 Alpha Road, Chelmsford, MA 01824
Letter is attached to the Appendix of this document

Stormwater Management Program Team

SWMP Team Coordinator

Name	Courtney Thompson	Title	Stormwater Engineer
Department	Department of Public Works		
Phone Number	978-250-5228 x 5235	Email	cthompson@chelmsfordma.gov
Responsibilities	Management of the stormwater program		

SWMP Team

Name	Christine Clancy	Title	DPW Director
Department	Department of Public Works		
Phone Number	978-250-5228	Email	cclancy@chelmsfordma.gov
Responsibilities	Responsible for the overall duties of the Department of Public Works and the enforcing agent for stormwater bylaws.		

Name	Anthony Reppucci	Title	Town Engineer
Department	Department of Public Works		
Phone Number	978-250-5228	Email	areppucci@chelmsfordma.gov
Responsibilities	Management of the stormwater program		

Name	David Koonce	Title	Conservation Agent/Planner
Department	Community Development		
Phone Number	978-250-5231	Email	dkoonce@chelmsfordma.gov
Responsibilities	Enforcing agent for conservation areas.		

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

Name	<input type="text" value="Matthew Schweitzer"/>	Title	<input type="text" value="Facilities Manager"/>
Department	<input type="text" value="Department of Public Works"/>		
Phone Number	<input type="text" value="978-250-5228 x3380"/>	Email	<input type="text" value="MSchweitzer@chelmsfordma.gov"/>
Responsibilities	<p>The Facilities Division manages all public buildings and grounds. There are presently 29 buildings consisting of five elementary schools, two middle schools, Chelmsford High School, the school administration building, two town libraries, five fire stations, police station, Old Town Hall, North Town Hall, and other support buildings. The department is also responsible for managing all major building-related capital improvements.</p> <p>In addition, the Facilities Division is responsible for maintaining all town and school parks and athletic fields. Department personnel mow all sports fields and turf areas, trim shrubs, collect rubbish at parks and playgrounds, weed, edge, and mulch shrub beds. Our staff is also responsible for snow removal as well as the preparation and clean-up for special events.</p>		

Name	<input type="text" value="Daniel Belkas"/>	Title	<input type="text" value="Sewer Superintendent"/>
Department	<input type="text" value="Department of Public Works"/>		
Phone Number	<input type="text" value="978-250-5228 x5297"/>	Email	<input type="text" value="DBelkas@chelmsfordma.gov"/>
Responsibilities	<p>Oversees the sewer division and operations.</p> <p>The Sewer Operations staff performs sewer connection inspections, maintenance, repairs, and upgrades of the 41 sewer pump stations and 190 miles of public sewer lines as necessary.</p> <p>They also perform building grounds maintenance to the pump stations and any other duties that keep the sewer system operating smoothly.</p>		

Name Title
Department
Phone Number Email
Responsibilities

Name
Department
Phone Number Email

Responsibilities

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:

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
Merrimack River	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mercury in fish tissue, Fecal Coliform
Concord River	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fecal coliform Eurasian Water Milfoil. Myriophyllum spicatum Non-Native aquatic plants Mercury in fish tissue
Freeman Lake/Newfield Pond	22	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Eurasian Water Milfoil. Myriophyllum spicatum Non-Native aquatic plants Fanwort Curly-leaf Pondweed Mercury in fish tissue

River Meadow Brook	63	Debris/Floatables/Trash;	<input type="checkbox"/>
		Non-Native Aquatic Plants;	<input checked="" type="checkbox"/>
		Water Chestnut;	<input type="checkbox"/>
		Benthic Macroinvertebrates	<input type="checkbox"/>
		Fecal Coliform	<input type="checkbox"/>
		Temperature	<input type="checkbox"/>
		Fecal Coliform	<input checked="" type="checkbox"/>
		Debris/Floatables/Trash	<input checked="" type="checkbox"/>
Black Brook	58	Physical substrate habitat alterations	<input checked="" type="checkbox"/>
		Aquatic Macroinvertebrate Bioassessments	<input type="checkbox"/>
		Fishes Bioassessments	<input type="checkbox"/>
		Sedimentation/Siltation	<input type="checkbox"/>
		Benthic Macroinvertebrates	<input type="checkbox"/>
		Habitat Assessment Streams;	<input type="checkbox"/>
		Aquatic Macroinvertebrate Bioassessments;	<input type="checkbox"/>
		Benthic Macroinvertebrates;	<input type="checkbox"/>
Deep Brook	14	Fishes Bioassessments;	<input type="checkbox"/>
		Sedimentation/Siltation;	<input type="checkbox"/>
		Lack of a Coldwater Assemblage;	<input type="checkbox"/>
		Temperature	<input type="checkbox"/>
		Aquatic Macroinvertebrate Bioassessments;	<input type="checkbox"/>
		Dewatering;	<input type="checkbox"/>
		Benthic Macroinvertebrates	<input type="checkbox"/>
		Benthic Macroinvertebrates	<input type="checkbox"/>
Stony Brook	33	Debris/Floatables/Trash;	<input checked="" type="checkbox"/>
		Non-Native Aquatic Plants;	<input type="checkbox"/>
		Water Chestnut;	<input type="checkbox"/>
		Benthic Macroinvertebrates	<input type="checkbox"/>
		Fecal Coliform	<input type="checkbox"/>
		Temperature	<input type="checkbox"/>
		Fecal Coliform	<input type="checkbox"/>
		Debris/Floatables/Trash	<input type="checkbox"/>

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/chelmsford.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 Criterion D (NH only)

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

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

MCM 1

Public Education and Outreach

Permit Part 2.3.2

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

Examples and Templates:

[EPA's Stormwater Education Toolbox](#)

[MassDEP's Stormwater Outreach Materials](#)

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

BMP:Public Education - Erosion Control

BMP Number (Optional) 1-1

Document Name and/or Web Address: Erosion Control Requirements

Description:
Distribute information about erosion control requirements to all developers who get building permits, trench permits, sewer permits or road opening permits.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Building Dept. and DPW

Measurable Goal(s):
Number of flyers handed out and ultimately how many construction sites have adequate erosion control installed.

Message Date(s): Beginning April 2019

BMP: Public Education - Residents presentation

BMP Number (Optional) 1-2

Document Name and/or Web Address: Library Presentation

Description:
Present information about stormwater pollution. Pet waste, grass clippings, leaf collection and yard waste. outlining all the free events the Town offers to help residents with these waste items. Explaining how our bylaws protect the environment with fines for illegal dumping.

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):
Number of people attending presentation (30)
.

Message Date(s): April 9, 2019

BMP:Public Education - Residents, Businesses, Institutions and Commercial Facilities

BMP Number (Optional) 1-3 _____

Document Name and/or Web Address: Stormwater Utility Brochure

Description:

Brochure mailed to every mailbox in Chelmsford explaining the Stormwater Utility with tips on how to reduce stormwater pollution in our everyday lives.

Targeted Audience: Residents, Businesses, Institutions and Commercial Facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of flyers mailed. 16,000 flyers mailed

Message Date(s): January 2019

BMP:Public Education - Residents cable tv

BMP Number (Optional) 1-4 _____

Document Name and/or Web Address: Cable TV PSA

Description:

Run various PSA on Local Cable TV at different times a year to promote pet waste removal, low phosphorous fertilizer, grass clipping disposal.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of days aired

Message Date(s): Annually, April - June and September - November

BMP:Public Education for Businesses, Institutions and Commercial Facilities

BMP Number (Optional) 1-5 _____

Document Name and/or Web Address: CBA Presentation

Description:

Presented at Chelmsford Business Association (CBA) Meeting, discussed stormwater management and utility.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Approx. 50 members in attendance. Presentation was recorded.

Message Date(s): October 29, 2019

BMP: Public Education for Businesses, Institutions and Commercial Facilities

BMP Number (Optional) 1-5 _____

Document Name and/or Web Address: Yard & Landscaping Waste Business Flyer

Description:

Flyer, containing proper disposal information for yard and landscaping waste for businesses

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Emailed to all CBA members and published in the CBA Fall 2019 Newsletter. Approx. 175 CBA members.

Message Date(s): October 2019

BMP: Residential Public Education

BMP Number (Optional) 1-2 _____

Document Name and/or Web Address: Proper Yard Waste Management and Disposal Flyer

Description:

Posted Yard Waste brochure, encouraging proper disposal of yard waste and informing residents of upcoming town-funded yard and brush disposal events, on Town Website, Town Facebook Page, and DPW Facebook Page

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Facebook analytics, people reached and number of engagements

Message Date(s): Annually in September

BMP: Public Education for Residents, Businesses, Institutions and Commercial Facilities

BMP Number (Optional) 1-3

Document Name and/or Web Address: Yard and Pet Waste Brochure

Description:

General Yard and Pet Waste Brochure

Targeted Audience: Residents, Businesses, Institutions and Commercial Facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Mailed brochure to every mailbox in Chelmsford, ~16,000 brochures mailed. Brochures also available at Town Offices and DPW Lobby

Message Date(s): October 2019

BMP: Residential Public Education

BMP Number (Optional) 1-2

Document Name and/or Web Address: Pet Waste Informational Slips

Description:

Pet waste educational slip to be distributed by Town Clerk's Office with every dog license

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of slips distributed

Message Date(s): Distributed with FY2020 dog licenses, to local vets (Oct 2019), with FY2021, FY2022, FY2023, FY2024 & FY2025 dog licenses

BMP: Residential Education

BMP Number (Optional) 1-2 _____

Document Name and/or Web Address: Fertilizer and Grass Clippings Educational Brochure

Description:

Fertilizer and Grass Clippings Educational Brochure posted to Town Website, Town Facebook, DPW Facebook, and distributed at library, DPW and Town Offices lobbies.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Facebook analytics, people reached and number of engagements

Message Date(s): Annually in March

BMP: Public Education for Businesses, Institutions and Commercial Facilities

BMP Number (Optional) 1-5 _____

Document Name and/or Web Address: Fertilizer and Grass Clipping Brochure for Businesses

Description:

Educational brochure about fertilizer and grass clippings for businesses. Shared on DPW Facebook, Chelmsford Business Development Facebook page, Distributed by Chelmsford Director of Business Development to business email contact list, published in CBA Spring 2020 Newsletter

Targeted Audience: Businesses, Institutions and Commercial Facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Facebook analytics, people reached and number of engagements and amount of email recipients

Message Date(s): March 2020

BMP: Education for Residents, Businesses, Institutions and Commercial Facilities

BMP Number (Optional) 1-3

Document Name and/or Web Address: Pet Waste Educational Flyer

Description:

Educational flyer on the proper disposal and management of pet waste posted to Town Website, Town Facebook, DPW Facebook

Targeted Audience: Residents, Businesses, Institutions and Commercial Facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Facebook analytics, people reached and number of engagements

Message Date(s): Annually in June

BMP: Education for Residents

BMP Number (Optional) 1-2

Document Name and/or Web Address: Chelmsford Dog Association Presentaion

Description:

Provided educational materials and presentation at Chelmsford Dog Association Meeting

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

~30 members in attendance

Message Date(s): October 9, 2019

BMP: Residential Education

BMP Number (Optional) 1-2

Document Name and/or Web Address: Art on the Brook Educational Booth

Description:

Art on the Brook Educational Booth; EnviroScape display; distributed educational material regarding pet waste, yard waste, rain barrels, rain gardens, storm drain stenciling, yard care, etc.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Approx 700 people at Event

Message Date(s): October 5, 2019; October 16, 2021; October 15, 2022

BMP:Public Education for Residents, Businesses, Institutions and Commercial Facilities

BMP Number (Optional) 1-3 _____

Document Name and/or Web Address: Fertilizer and Grass Clipping Informational Posts

Description:

Shared fertilizer and yard waste informational posts to DPW Facebook Page

Targeted Audience: Residents, Businesses, Institutions and Commercial Facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Facebook analytics, people reached and number of engagements

Message Date(s): Annually in April starting April 2021

BMP:Public Education for Businesses, Institutions and Commercial Facilities

BMP Number (Optional) 1-5 _____

Document Name and/or Web Address: Yard Waste Informational Flyer for Businesses

Description:

Posted yard waste informational flyer encouraging proper disposal of leaf litter on DPW facebook page and shared to Chelmsford Business Development Facebook page

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Facebook analytics, people reached and number of engagements

Message Date(s): Annually in September starting September 2020

BMP: Public Education for Residents

BMP Number (Optional) 1-2

Document Name and/or Web Address: Pet Waste Information

Description:

Shared post regarding proper disposal of pet waste on DPW Facebook page

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Facebook analytics, people reached and number of engagements

Message Date(s): Annually in June starting 2021

BMP: Public Education for Residents

BMP Number (Optional) 1-2

Document Name and/or Web Address: Septic Tank Information

Description:

Shared post on DPW Facebook page regarding septic tank inspection and maintenance

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Facebook analytics, people reached and number of engagements

Message Date(s): September 2020; August 2022; June 2024

BMP:Septic Tank Mailer

BMP Number (Optional) 1-2

Document Name and/or Web Address: Septic Tank Information

Description:

Send out mailer with Septic System Maintenance Information to every address in Chelmsford that is not connected to sewer.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

102 brochures mailed (Dec 2021); 110 mailed (Jan 2023; Feb 2024; Dec 2024)

Message Date(s): December 2021; January 2023; February 2024; December 2024

Add BMP

MCM 2

Public Involvement and Participation

Permit Part 2.3.3

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

BMP: Public Review of Stormwater Management Program

BMP Number (Optional) 2-1

Location of Plan and/or Web Address:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Public Participation in Stormwater Management Program Development

BMP Number (Optional) 2-2

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Catch Basin Stenciling/Markers

BMP Number (Optional) 2-3

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Cleanup Days/Roadside

BMP Number (Optional) 2-4

Document Name and/or Web Address: Town Wide Cleanup Flyer

Description:

Every Year the residents are encouraged to pick up roadside litter and dispose them into FREE yellow trash bags. The Town collects all the trash bags to dispose of them.

Responsible Department/Parties: Department of Public Works

Measurable Goal(s):

Number of trash bags distributed and/or collected.

BMP: Annual Household Hazardous Waste Collection Day

BMP Number (Optional) 2-5

Document Name and/or Web Address: <http://www.townofchelmsford.us/204/Household-Hazardous-Waste>

Description:

Every year we offer a FREE collection of all household hazardous waste twice a year. Opportunities for disposal during other times of the year are also offered.

Responsible Department/Parties: DPW/Chris Haley

Measurable Goal(s):

Number of participants

BMP: Leaf and Yard Waste Drop-Off Event

BMP Number (Optional) 2-6

Document Name and/or Web Address: <http://www.townofchelmsford.us/209/Organic-Waste>

Description:

Residents are able to dispose of leaf and yard waste for free twice a year. The Town now offers periodic curbside pick-up. Drop-Off Event ended in 2023, has been replaced by a 5 times a year curbside pickup for all residents.

Responsible Department/Parties: DPW

Measurable Goal(s):

Amount of waste collected

BMP: Stormwater Photo Facebook Contest

BMP Number (Optional) 2-7

Document Name and/or Web Address: Stormwater Photo Contest

Description:

Submit a stormwater-related photo that was taken in Chelmsford. The winning photo gets printed on a canvas and hung up at the DPW

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of participants

BMP: 5th Grade Hands-On Presentation and Poster Contest

BMP Number (Optional) 2-8

Document Name and/or Web Address: 5th Grade EnviroScape Presentation and Poster Contest

Description:

Hands-On EnviroScape Presentation and Stormwater Poster Contest to all 5th grade classes at Parker and McCarthy Middle Schools

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of Students participating.

BMP: Localized Flooding Survey

BMP Number (Optional) 2-9

Document Name and/or Web Address: Town-Wide Localized Flooding Survey

Description:

Localized flooding survey available for residents to complete online

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of participants

BMP: Facebook Stormwater Trivia Questions

BMP Number (Optional) 2-10

Document Name and/or Web Address: Facebook Stormwater Trivia Questions

Description:

Post poll question regarding stormwater trivia on DPW Facebook page. Once poll closes, DPW posts answer with detailed explanation

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of participants

BMP: Rain Barrels and Compost Bins Program

BMP Number (Optional) 2-11

Document Name and/or Web Address: Residential Rain Barrels and Compost Bin Program

Description:

Rain barrels and town-subsidized compost bin program for residents. Also posted informational video on DPW Facebook page.

We also launched a composting curbside pickup program. We currently have approximately 120 people registered for that program.

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of rain barrels and compost bins purchased. Number of residents enrolled in curbside compost program. Facebook video reach 809 people and had 203 engagements, according to Facebook analytics

BMP: Stormwater Master Plan Advisory Committee (SWMPAC)

BMP Number (Optional) 2-12

Document Name and/or Web Address: Meeting Minutes Available at <https://www.townofchelmsford.us/agendacenter>

Description:
SWMPAC is comprised of individuals representing various departments and residents. SWMPAC members feedback helps direct development of the Town's Stormwater Management Master Plan. The objectives of this project are to develop a comprehensive master plan for the stormwater system to help direct future resources to maintain, protect, and improve the assets and natural resources of the Town through proactive stormwater management.

Responsible Department/Parties: DPW

Measurable Goal(s):
Meeting attendance

BMP: 5th Grade Hands-On Watershed Pollution Presentation

BMP Number (Optional) 2-13

Document Name and/or Web Address: 5th Grade EnviroScape Presentation

Description:
Hands-On EnviroScape Presentation to 5th grade classes

Responsible Department/Parties: DPW

Measurable Goal(s):
Number of students in attendance

BMP: DPW Open House

BMP Number (Optional) 2-14

Document Name and/or Web Address: DPW Open House, Food Drive & Touch-A-Truck Event

Description:
DPW hosted an Open House Event, including an interactive Stormwater information booth with EnviroScape

display, to engage the community.

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of people in attendance

BMP: Curbside Yard Waste Pick-Up

BMP Number (Optional) 2-15

Document Name and/or Web Address: <https://www.chelmsfordma.gov/1031/Leaf-and-Brush>

Description:

Yard Waste drop-off Event has been replaced with 5 times a year curbside pickup for all residents.

Responsible Department/Parties: DPW

Measurable Goal(s):

Amount of waste 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) 3-1 _____

Completed (by May 1, 2008)

Ordinances Link or Reference:

Department Responsible for Enforcement:

BMP: Sanitary Sewer Overflow (SSO) Inventory

BMP Number (Optional) 3-2 _____

Completed (by year 1)

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

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
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BMP: Map of Storm Sewer System

BMP Number (Optional) 3-3

Phase I Completed
(by year 2)

Phase II Completed
(by year 10)

Document Location and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: IDDE Program

BMP Number (Optional) 3-4

Written Document Completed (by year 1)

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

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) 3-5 _____

Description:

Ongoing training to all current and new stormwater employees on the proper procedure to inspect, locate, remediate and track illicit discharges.

Responsible Department/Parties: Department of Public Works

Measurable Goal(s):

Training occurs annually

BMP: Dry Weather Screening

BMP Number (Optional) 3-6 _____

Completed

Document Name and/or Web Address: Outfall test results - Available at DPW

Description:

Conduct dry weather screening in accordance with permit requirements

Responsible Department/Parties: Department of Public Works

Measurable Goal(s):

Number of outfalls tested.

BMP: Wet Weather Screening

BMP Number (Optional) 3-7 _____

Completed

Document Name and/or Web Address: Outfall test results - Available at DPW

Description:

Conduct wet weather screening in accordance with permit requirements

Responsible Department/Parties: Department of Public Works

Measurable Goal(s):

Number of outfalls tested. 100% completed by July 2028.

BMP: Private Drainage Connections Procedures

BMP Number (Optional) 3-8

Completed

Document Name and/or Web Address: Private Drainage Connections and Inspections

Description:

Implement procedures for private drainage connections with review, inspections and follow-up procedures.

Responsible Department/Parties: DPW

Measurable Goal(s):

Procedures are being followed for private drainage connections

Add BMP

MCM 4

Construction Site Stormwater Runoff Control

Permit Part 2.3.5

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

Examples and Templates:

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

BMP: Sediment and Erosion Control Ordinance

BMP Number (Optional) 4-1 _____

Completed (by May 1, 2008)

Ordinances Link or Reference:

Department Responsible for Enforcement:

BMP: Site Plan Review Procedures

BMP Number (Optional) 4-2 _____

Written procedures completed (by year 1)

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

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

BMP Number (Optional) 4-3 _____

Completed (by year 1)

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Waste Control requirements

BMP Number (Optional) 4-4

Completed

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

MCM 5

Post Construction Stormwater Management in New Development and Redevelopment

Permit Part 2.3.6

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

Examples and Templates:

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

BMP: Post-Construction Ordinance

BMP Number (Optional) 5-1

Completed (by year 2)

Town Ordinances Link or Reference: <chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.townofchelmsford.us/DocumentCenter/View/315/Site-Plan--Special-Permit-Regulations-revised-May-11-2022>

Department Responsible for Enforcement: Building Commissioner/Engineering/Community Development

BMP: Street Design and Parking Lot Guidelines Report

BMP Number (Optional) 5-2

Completed (by year 4)

Document Name and/or Web Address: <https://www.townofchelmsford.us/DocumentCenter/View/15945/Chelmsford-Street-Design-and-Parking-Lots-Report>

Description:

Chelmsford's street design, parking lot guidelines, and other local requirements that affect the creation of impervious area were assessed.

Responsible Department/Parties: DPW

Measurable Goal(s):

Zoning ByLaw and Subdivision of Land Regulations have been updated

BMP: Green Infrastructure Report

BMP Number (Optional) 5-3

Completed (by year 4)

Document Name and/or Web Address: <chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.townofchelmsford.us/DocumentCenter/View/11784/SWMMP-Appendix-J---MS4-Compliance-Information>

Description:

Chelmsford's bylaws and regulations were evaluated as part of their Stormwater Master Plan. Appendix J of the Plan includes recommended modifications to align Town bylaws and regulations with MS4 Permit requirements. Chelmsford's Site Plan and Special Permit Regulations have been updated to include LID practices.

Responsible Department/Parties: DPW

Measurable Goal(s):

Recommendations are implemented by May 2022 with progress reported annually.

BMP: List of Municipal Retrofit Opportunities

BMP Number (Optional) 5-4

Completed (by year 4)

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP:

BMP Number (Optional) 5-5

Completed

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

MCM 6

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

Permit Part 2.3.7

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

Examples and Templates:

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

PERMITTEE OWNED FACILITIES

BMP: Parks and Open Spaces Operations and Maintenance Procedures

BMP Number (Optional) 6-1

Written Document Completed (by year 2)

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

Properties List (Optional):

BMP: Buildings and Facilities Operations and Maintenance Procedures

BMP Number (Optional) 6-2

Written Document Completed (by year 2)

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

Properties List (Optional):

BMP: Vehicles and Equipment Operations and Maintenance Procedures

BMP Number (Optional) 6-3

Written Document Completed (by year 2)

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

Properties List (Optional):

INFRASTRUCTURE

BMP: Infrastructure Operations and Maintenance Procedures

BMP Number (Optional) 6-4

Written Procedure Completed (by year 2)

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Catch Basin Cleaning Program

BMP Number (Optional) 6-5

Written Procedure Completed (by year 1)

Document Name and/or Web Address:

Description:

Establish a schedule for cleaning all catch basins when they are more than 50% full.

Responsible Department/Parties: DPW

Measurable Goal(s):

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

BMP: Street Sweeping Program

BMP Number (Optional) 6-6

Written Procedure Completed (by year 1)

Document Name and/or Web Address: Chelmsford Street Sweeping Program

Description:

Establish a program for sweeping all streets and parking lots.

Responsible Department/Parties: DPW

Measurable Goal(s):

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

BMP: Winter Road Maintenance Program

BMP Number (Optional) 6-7

Written Procedure Completed (by year 1)

Document Name and/or Web Address: Chelmsford Winter Road Maintenance

Description:

Establish a program to minimize the use of road salt.

Responsible Department/Parties: DPW

Measurable Goal(s):

Implement salt use optimization during deicing season.

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BMP: Stormwater Treatment Structures Inspection and Maintenance Procedures

BMP Number (Optional) 6-8 _____

Completed (by year 1)

Document Name and/or Web Address: Chelmsford Stormwater Treatment Structure Maintenance Program

Description:

Establish a program to inspect and maintain 100% of the treatment structures so that they properly function.

Responsible Department/Parties: DPW

Measurable Goal(s):

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

BMP: SWPPP

BMP Number (Optional) 6-9 _____

Completed (by year 2)

Document Name and/or Web Address: 9 Alpha Rd SWPPP - Available at DPW
54 Richardson Rd SWPPP - Available at DPW
40 Swain Rd SWPPP - Available at DPW

Description:

Develop SWPPPs for all applicable properties

Responsible Department/Parties: DPW

Measurable Goal(s):

Develop and implement SWPPPs for 100% of facilities.

BMP:

BMP Number (Optional) 6-10 _____

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://www.townofchelmsford.us/DocumentCenter/View/11422/Year-1-2018-2019-Annual-Report-Chelmsford->

Year 2 Annual Report

Document Name and/or Web Address:

<https://www.townofchelmsford.us/DocumentCenter/View/13090/Town-of-Chelmsford-Year-2-Annual-Report-Final->

Year 3 Annual Report

Document Name and/or Web Address:

<https://www.townofchelmsford.us/DocumentCenter/View/14384/Annual-Report---Year-3->

Year 4 Annual Report

Document Name and/or Web Address:

<https://www.townofchelmsford.us/DocumentCenter/View/15950/Chelmsford-Annual-Report-Year-4---Signed-and-Locked>

Year 5 Annual Report

Document Name and/or Web Address:

https://www.chelmsfordma.gov/DocumentCenter/View/17840/Town-of-Chelmsford-_Year-5-FINAL-SIGNED

Year 6 Annual Report

Document Name and/or Web Address:

<https://www.chelmsfordma.gov/DocumentCenter/View/20355/Year-6-MS4-Annual-Report-Final-Signed-Chelmsford>

Year 7 Annual Report

Document Name and/or Web Address:

Will add when available

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
Concord River	Phosphorous and Fecal Coliform	<input type="checkbox"/> + <input type="checkbox"/> -
Beaver Brook	E. Coli and Dissolved Oxygen	<input type="checkbox"/> + <input type="checkbox"/> -
Freeman Lake/Newfield Pond	Dissolved Oxygen	<input type="checkbox"/> + <input type="checkbox"/> -
Merrimack River	Fecal Coliform	<input type="checkbox"/> + <input type="checkbox"/> -
River Meadow Brook	E. Coli, Fecal Coliform, Dissolved Oxygen, chloride	<input type="checkbox"/> + <input type="checkbox"/> -
Black Brook	E. Coli and Turbidity	<input type="checkbox"/> + <input type="checkbox"/> -
Deep Brook	E. Coli	<input type="checkbox"/> + <input type="checkbox"/> -
Heart Pond	E. Coli	<input type="checkbox"/> + <input type="checkbox"/> -
Stony Brook	E. Coli	<input type="checkbox"/> + <input type="checkbox"/> -

Annual Requirements Beginning Year 1

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

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

3.6 Dry Weather Screening

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:

Library Presentation; Stormwater Utility Brochure, Town Talk, social media posts, informational flyers/brochures; Cable TV PSA; DPW Open House

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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:

Pet Waste Brochure, Library Presentation, Town Talk

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:

Send out mailer with Septic System Maintenance Information to every address in Chelmsford that is not connected to sewer annually

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
Black Brook	Turbidity	<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:

Chelmsford's IDDE Program

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:

6-6 Chelmsford Street Sweeping Program

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:

6-5 Chelmsford Catch Basin Cleaning Program

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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:

Revise the current ordinances to comply with the requirements of the MS4 permit, implemented a new Stormwater Bylaw.

Phosphorus

Combination of Impaired Waters Requirements and TMDL Requirements as Applicable

Applicable Receiving Waterbody(ies)	TMDL Name (if applicable)	Add/Delete Row
Concord River		<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:

3-4 Chelmsford's IDDE Program

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:

Library Presentation; Stormwater Utility Brochure; Cable TV PSA; informational flyers; social media posts

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:

Library Presentation; Stormwater Utility Brochure; Cable TV PSA; informational flyers; social media posts

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:

Library Presentation; Stormwater Utility Brochure; Cable TV PSA; informational flyers; social media posts; Art on the Brook interactive educational booth

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:

6-6 Chelmsford Street Sweeping Program

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:

6-1 O&M Parks and Open Space

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:

<https://www.townofchelmsford.us/DocumentCenter/View/315/SitePlanRegulations-8-12-09>

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 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:

No Nitrogen

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:

<https://www.townofchelmsford.us/DocumentCenter/View/315/SitePlanRegulations-8-12-09>

Requirements Due by Year 4

Complete a Phosphorus Source Identification Report

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

<https://www.townofchelmsford.us/DocumentCenter/View/14652/Chelmsford-Phosphorus-Source-Identification-Report>

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 5-4

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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:

Can be found in the Phosphorus Source Identification Report and updated annually

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:

Can be found in the Phosphorus Source Identification Report and updated annually