

Stormwater Management Program (SWMP)

Town of Reading

16 Lowell Street MA 01867

EPA NPDES Permit Number MAR041056

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)

SWMP Attachment - Authorization Letter

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

Ryan A. Percival

Signature



Date

6-17-19

[Click Here for Revisions](#)



Town of Reading
16 Lowell Street
Reading, MA 01867-2685

FAX: (781) 942-9071
Email: townmanager@ci.reading.ma.us
Website: www.readingma.gov

TOWN MANAGER
(781) 942-9043

June 11, 2019

MEMO TO FILE

Re: Documentation for delegation of "Authorized Representative" for NPDES 2016
Massachusetts Small Municipal Separate Storm Sewer System (MS4) General Permit

This document serves to affirm that Ryan Percival has responsibility for the operation of the MS4 and is hereby designated as an authorized person for the following: signing all reports including but not limited to the Stormwater Management Plan (SWMP), Stormwater Pollution Prevention Plans (SWPPPs), inspection reports, annual reports, monitoring reports, reports on training, and all other information required by the General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4) in Massachusetts for the Town of Reading. This authorization cannot be used for signing a NPDES permit application (e.g., Notice of Intent (NOI)) in accordance with 40 CFR 122.22).

By signing this authorization, I confirm that I meet the following requirements to make such a designation as set forth in Part B.11 of Appendix B of the Small MS4 General Permit:

For a municipality, state, federal, or other public agency: By either a principal executive officer or ranking elected official.

"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."



Robert W. LeLacheur, Jr.
Town Manager

Date 6/12/19

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)

N/A

Small MS4 Authorization

The NOI was submitted on

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

Authorization to Discharge was granted on

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

Stormwater Management Program Team

SWMP Team Coordinator

Name	<input type="text" value="Ryan Percival, P.E."/>	Title	<input type="text" value="Town Engineer"/>
Department	<input type="text" value="Engineering"/>		
Phone Number	<input type="text" value="(781)-942-9092"/>	Email	<input type="text" value="rpercival@ci.reading.ma.us"/>
Responsibilities	<input type="text"/>		

SWMP Team

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

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"/>		

Receiving Waters

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

OR

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

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Waterbody segment that receives flow from the MS4	Number of outfalls into receiving water segment	Chloride	Chlorophyll-a	Dissolved Oxygen/ DO Saturation	Nitrogen	Oil & Grease/ PAH	Phosphorus	Solids/ TSS/ Turbidity	E. coli	Enterococcus	Other pollutant(s) causing impairments
Ipswich River (MA92-06)	43	<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"/>	-Mercury in fish tissue -Low flow alterations
Aberjona River (MA71-01)	78	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	-Arsenic -Ammonia (un-ionized) -Aquatic Macroinvertebrate Bioassessments
Bear Meadow Brook (MA92-07)	71	<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"/>	Not Assessed
Walker Brook	95	<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"/>	Not Assessed
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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)

SWMP Attachment - USFWS Approval Letter

- Publicly available at the website listed below

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):

During the course of the permit term, if a structural BMP is planned and not identified in the Notice of Intent, consultation will be re-initiated with the USFWS as necessary.

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):

N/A

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: Brochures/Pamphlets

BMP Number (Optional) 1-1

Document Name and/or Web Address: "Clean Stormwater Checklist"
"Make a Splash"
"Public Awareness Pamphlet"
"Fall Clean Up Flyer"
"Pet Waste Flyer"
"Clean Catchbasins Flyer"
"Car Washing Flyer"
(<https://www.readingma.gov/storm-water-division/pages/storm-water-information-faqs>)

Description:

Update and produce educational materials available online and in Town Hall

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

Compilation of education materials

Message Date(s): 2017

BMP: Web Page

BMP Number (Optional) 1-2

Document Name and/or Web Address: "Storm Water Information & FAQ's" (<https://www.readingma.gov/storm-water-division/pages/storm-water-information-faqs>)

Description:

Notices and updates regarding stormwater quality and sampling events.

Targeted Audience: Residents, Businesses, institutions and commercial facilities

Responsible Department/Parties: Engineering

Measurable Goal(s):

Keep residents informed and up to date

Message Date(s): 2017

BMP: Newspaper Articles/Press Releases

BMP Number (Optional) 1-3 _____

Document Name and/or Web Address: "Stormwater Outfall Sampling Program 2018" (<https://www.readingma.gov/engineering-division/slideshows/npdes-stormwater-management-program>)

Description:

Notices and updates regarding outfall sampling program

Targeted Audience: Developers (construction)

Responsible Department/Parties: Engineering

Measurable Goal(s):

Distribute notice for outfall sampling and stormwater sampling results

Message Date(s): 2017

BMP: Videos

BMP Number (Optional) 1-4 _____

Document Name and/or Web Address: To be determined

Description:

Continue involvement with Mystic River Watershed Association

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

Produce or distribute video(s) for social media and website

Message Date(s): 2018

BMP: Display/Posters/Kiosks

BMP Number (Optional) 1-5 _____

Document Name and/or Web Address: To be determined

Description:

Stormwater displays at Friends and Family Day and Library Day

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

Establish stormwater display

Message Date(s): 2017

BMP: School Curricula/Programs

BMP Number (Optional) 1-6 _____

Document Name and/or Web Address: To be determined

Description:

Stormwater presentation at Middle School

Targeted Audience: School children

Responsible Department/Parties: Engineering

Measurable Goal(s):

Continue presentation and engagement in schools

Message Date(s): 2017

BMP: Brochures/Pamphlets

BMP Number (Optional) 1-7 _____

Document Name and/or Web Address: To be determined

Description:

Develop educational pamphlet

Targeted Audience: Developers and Industrial Facilities

Responsible Department/Parties: Engineering

Measurable Goal(s):

Produce pamphlets to be distributed

Message Date(s): 2020

BMP: Web Page

BMP Number (Optional) 1-8 _____

Document Name and/or Web Address: To be determined

Description:

Develop web page

Targeted Audience: Developers and Industrial Facilities

Responsible Department/Parties: Engineering

Measurable Goal(s):

Make information available online

Message Date(s): 2020

BMP:

BMP Number (Optional) _____

Document Name and/or Web Address: _____

Description:

Targeted Audience: _____

Responsible Department/Parties:

Measurable Goal(s):

Message Date(s):

BMP:[BMP name here]

BMP Number (Optional) _____

Document Name and/or Web Address:

Description:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Message Date(s):

BMP:[BMP name here]

BMP Number (Optional) _____

Document Name and/or Web Address:

Description:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Message Date(s):

Add BMP

MCM 2
Public Involvement and Participation
Permit Part 2.3.3

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

BMP: Public Review of Stormwater Management Program

BMP Number (Optional) 2-1 _____

Location of Plan and/or Web Address:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Public Participation in Stormwater Management Program Development

BMP Number (Optional) 2-2 _____

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Public Participation

BMP Number (Optional) 2-3 _____

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Public Participation

BMP Number (Optional) 2-4

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Public Participation

BMP Number (Optional) 2-5

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

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: https://www.readingma.gov/sites/readingma/files/uploads/2018-05_general_bylaw.pdf"/>

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.

<p>The MassDEP contacts are:</p> <p>Northeast Region (978) 694-3215 205B Lowell Street Wilmington, MA 01887</p> <p>Central Region (508) 792-7650 8 New Bond Street Worcester, MA 01606</p> <p>Southeast Region (508) 946-2750 20 Riverside Drive Lakeville, MA 02347</p> <p>Western Region (413) 784-1100 436 Dwight Street Springfield, MA 01103</p> <p>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) 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: Engineering

Measurable Goal(s):

Review existing written IDDE program.

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

2018 Reading MS4 Dry Weather Sampling Program

BMP: Employee Training

BMP Number (Optional) 3-5

Description:

Train employees on IDDE implementation

Responsible Department/Parties: Engineering

Measurable Goal(s):

Training occurs on annually.

BMP: Implement IDDE program

BMP Number (Optional) 3-6

Completed

Document Name and/or Web Address: To be determined

Description:

Implement catchment investigations according to program and permit conditions.

Responsible Department/Parties: Engineering

Measurable Goal(s):

Upstream IDDE investigations have been undertaken since 2012 as follow up to outfall sampling, including catchment investigations.

BMP: Conduct dry weather screening

BMP Number (Optional) 3-7

Completed

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Ongoing screening

BMP Number (Optional) 3-8

Completed

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Outfall and interconnection ranking

BMP Number (Optional) 3-9

Completed

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

Completed within three years effective date of permit.

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: Reading General Bylaw, Section 7.9 - Stormwater Management and Erosion Control (https://www.readingma.gov/sites/readingma/files/uploads/2018-05_general_bylaw.pdf)

Department Responsible for Enforcement: Engineering

BMP: Site Plan Review Procedures

BMP Number (Optional) 4-2

Written procedures completed (by year 1)

Document Name and/or Web Address: Stormwater Management and Erosion Control Procedures (https://www.readingma.gov/sites/readingma/files/uploads/stormwater_procedures_-_formatted_08-28-17_0.pdf)

Description:

Complete written procedures of site plan review and begin implementation plan.

Responsible Department/Parties: Engineering

Measurable Goal(s):

Complete within 1 year of effective date of permit.

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: To be determined

Description:

Complete written procedures of site inspections and enforcement procedures.

Responsible Department/Parties: Engineering

Measurable Goal(s):

Complete within 1 year of effective date of permit.

BMP: Waste Control

BMP Number (Optional) 4-4

Completed

Document Name and/or Web Address: Reading General Bylaw, Section 7.9 - Stormwater Management and Erosion Control (https://www.readingma.gov/sites/readingma/files/uploads/2018-05_general_bylaw.pdf)

Description:

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

Responsible Department/Parties: Engineering

Measurable Goal(s):

Complete within 1 year of effective date of permit.

Add BMP

MCM 5

Post Construction Stormwater Management in New Development and Redevelopment

Permit Part 2.3.6

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

Examples and Templates:

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

BMP: Post-Construction Ordinance

BMP Number (Optional) 5-1

Completed (by year 2)

Town Ordinances Link or Reference:

Department Responsible for Enforcement:

BMP: Street Design and Parking Lot Guidelines Report

BMP Number (Optional) 5-2

Completed (by year 4)

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Green Infrastructure Report

BMP Number (Optional) 5-3

Completed (by year 4)

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: List of Municipal Retrofit Opportunities

BMP Number (Optional) 5-4

Completed (by year 4)

Document Name and/or Web Address:

Description:

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

Responsible Department/Parties:

Measurable Goal(s):

Complete within 4 years after effective date of permit and report annually on retrofitted properties.

BMP: As-built blanks for on-site stormwater control

BMP Number (Optional) 5-5

Completed

Document Name and/or Web Address:

Description:

The procedures to require submission of as-built drawings and ensure long term operation and maintenance will be a part of the SWMP.

Responsible Department/Parties:

Measurable Goal(s):

Require submission of as-built plans for completed projects within two years of construction.

BMP: Ensure any stormwater controls of management practices for new development and development

BMP Number (Optional) 5-6

Completed

Document Name and/or Web Address:

Description:

Adoption, amendment, or modification of a regulatory mechanism to meet permit requirements.

Responsible Department/Parties:

Measurable Goal(s):

Complete 2 years after effective date of permit.

BMP: Aquifer Protection District

BMP Number (Optional) 5-7

Completed

Document Name and/or Web Address: Reading Zoning Bylaw 10.3 - Aquifer Protect District (https://www.readingma.gov/sites/readingma/files/uploads/2018-05_zoning_bylaw.pdf)

Description:

The aquifer protection district promotes and ensures quality drinking water by promoting stormwater recharge.

Responsible Department/Parties: Engineering

Measurable Goal(s):

Ongoing, as necessary.

BMP: Stormwater Enterprise Fund

BMP Number (Optional) 5-8

Completed

Document Name and/or Web Address: <https://www.readingma.gov/collector/pages/storm-water-faqs>

Description:

The Town of Reading established the stormwater enterprise fund to provide a dedicated and adequate source of funding for stormwater alternatives.

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Operations

Add BMP

MCM 6

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

Permit Part 2.3.7

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

Examples and Templates:

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

PERMITTEE OWNED FACILITIES

BMP: Parks and Open Spaces Operations and Maintenance Procedures

BMP Number (Optional) 6-1

Written Document Completed (by year 2)

Document Name and/or Web Address:

Description:

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

Responsible Department/Parties:

Measurable Goal(s):

Complete 2 years after effective date of permit and implement annually.

Properties List (Optional):

BMP: Buildings and Facilities Operations and Maintenance Procedures

BMP Number (Optional) 6-2

Written Document Completed (by year 2)

Document Name and/or Web Address:

Description:

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

Responsible Department/Parties:

Measurable Goal(s):

Complete 2 years after effective date of permit and implement annually.

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: To be determined

Description:

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

Responsible Department/Parties: Engineering

Measurable Goal(s):

Complete 2 years after effective date of permit and implement annually.

Properties List (Optional):

To be determined

INFRASTRUCTURE

BMP: Infrastructure Operations and Maintenance Procedures

BMP Number (Optional) 6-4

Written Procedure Completed (by year 2)

Document Name and/or Web Address: To be determined

Description:

Establish and implement program for repair and rehabilitation of MS4 infrastructure.

Responsible Department/Parties: Engineering

Measurable Goal(s):

Complete 2 years after effective date of permit.

BMP: Catch Basin Cleaning Program

BMP Number (Optional) 6-5

Written Procedure Completed (by year 1)

Document Name and/or Web Address: To be determined

Description:

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

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

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

BMP: Street Sweeping Program

BMP Number (Optional) 6-6

Written Procedure Completed (by year 1)

Document Name and/or Web Address: Town of Reading Street Sweeping (<https://www.readingma.gov/highway-division/pages/street-sweeping>)

Description:

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

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

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

BMP: Winter Road Maintenance Program

BMP Number (Optional) 6-7

Written Procedure Completed (by year 1)

Document Name and/or Web Address: Town of Reading Snow and Ice Guidelines (<https://www.readingma.gov/highway-division/pages/snow-emergency-guidelines>)

Description:

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

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Evaluate at least one salt/chloride alternative for use in the municipality.
Implement salt use optimization during deicing season.

BMP: Stormwater Treatment Structures Inspection and Maintenance Procedures

BMP Number (Optional) 6-8

Completed (by year 1)

Document Name and/or Web Address: To be determined

Description:

To be determined

Responsible Department/Parties: Engineering

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: Existing SWPPs:
SWPP DPW May 2016
SWPP RMLD May 2016

Description:

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

Responsible Department/Parties: Engineering

Measurable Goal(s):

Develop and implement SWPPPs for 100% of facilities.

BMP: Inventory all permittee-owned parks & open spaces, buildings & facilities, & vehicles & equipment

BMP Number (Optional) 6-10 _____

Completed

Document Name and/or Web Address: To be determined

Description:

Create inventory

Responsible Department/Parties: Engineering

Measurable Goal(s):

Complete 2 years after effective date of permit and implement annually.

Add BMP

Annual Evaluation

Year 1 Annual Report

Document Name and/or Web Address:

Year 2 Annual Report

Document Name and/or Web Address:

Year 3 Annual Report

Document Name and/or Web Address:

Year 4 Annual Report

Document Name and/or Web Address:

Year 5 Annual Report

Document Name and/or Web Address:

Year X Annual Report

Document Name and/or Web Address:

Add a Year

TMDLs and Water Quality Limited Waters

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

Impairment(s)

- Bacteria/Pathogens Chloride Nitrogen Phosphorus
 Solids/oil/grease (hydrocarbons)/metals

TMDL(s)

In State:

- Assabet River Phosphorus Bacteria and Pathogen Cape Cod Nitrogen
 Charles River Watershed Phosphorus Lake and Pond Phosphorus

Out of State:

- Bacteria and Pathogen Metals Nitrogen Phosphorus

Clear Impairments and TMDLs

Phosphorus

Combination of Impaired Waters Requirements and TMDL Requirements as Applicable

Applicable Receiving Waterbody(ies)	TMDL Name (if applicable)	Add/Delete Row
Aberjona River (MA71-01)	N/A	<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 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:

BMP 1-1: Brochures/Pamphlets - Public Awareness Pamphlet (<https://www.readingma.gov/sites/readingma/files/file/file/publicawarnesspamphlet.pdf>)

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 1-1: Brochures/Pamphlets - Pet Waste Flyer (<https://www.readingma.gov/sites/readingma/files/file/file/petwasteflyer.pdf>)

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

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

BMP 1-1: Brochures/Pamphlets - Fall Cleanup Flyer (<https://www.readingma.gov/sites/readingma/files/file/file/fallcleanupflyer.pdf>)

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

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

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

BMP 6-6: 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:

To be determined

Stormwater Management in New Development and Redevelopment

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

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

To be determined

Phosphorus Reduction Tracking BMP

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

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

Tree well: Randall Road (1)

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:

Town of Reading Subdivision Regulations - 7.4.4 - Storm Drainage

Requirements Due by Year 4

Complete a Phosphorus Source Identification Report

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

Phosphorus Identification Source 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: List of municipal retrofit opportunities

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:

To be determined

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:

To be determined