

Stormwater Management Program (SWMP)

PEMBROKE

311 Pembroke Street, Pembroke NH 03275

EPA NPDES Permit Number NHR041000

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)

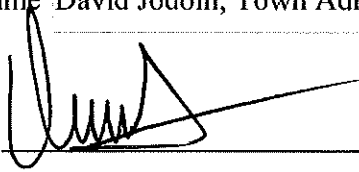
Publicly available at the website below

<http://thinkbluesuncook.org/>

"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 David Jodoin, Town Administrator

Signature



Date

9/13/07

[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

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	Carolyn Cronin	Title	Town Planner
Department			
Phone Number	603-485-4747	Email	ccronin@pembroke-nh.com
Responsibilities	General administration of the Planning Department; development reviews.		

SWMP Team

Name	James VJ Ranfos	Title	Road Agent
Department	Highway Department		
Phone Number	603-485-4747	Email	vranfos@pembroke-nh.com
Responsibilities	General administration of the Highway Department		

Name	David Jodoin	Title	Town Administrator
Department	Town Administration		
Phone Number	603-485-4747	Email	djodoin@pembroke-nh.com
Responsibilities	General Administration of the Town on behalf of the Board of Selectmen		

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:

<http://thinkbluesuncook.org/>

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
Suncook River	7	<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"/>	
Merrimack River	1	<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"/>	
Meeting House Brook	7	<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"/>	
Hartford Brook	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"/>	
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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

<http://thinkbluesuncook.org/>

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

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:Brochures/Pamphlets

BMP Number (Optional) 1

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:
Information provided relative to pet waste. Information part of digital newsletter and online.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: Town Administrator

Measurable Goal(s):
Increased awareness of pet waste impacts to water quality.

Message Date(s): Early 2020

BMP:Brochures/Pamphlets

BMP Number (Optional) 1.2

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:
Information on storage/use of salt or deicing materials provided. Information part of digital newsletter and online.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: Tax collector

Measurable Goal(s):
1) Increased awareness of effects salt/de-icing materials have on surrounding environment and water quality
2) Increase awareness to minimize use of harmful de-icing materials
3) Increased education of proper salt/de-icing material storage to prevent runoff or contamination of ground water

Message Date(s): Early 2020

BMP:Brochures/Pamphlets

BMP Number (Optional) 1.3

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Promote Low Impact Development (LID) by ensuring that information related to LID is available. Information part of digital newsletter and online.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Tax collector

Measurable Goal(s):

Increased awareness of Low Impact Development (LID) principles and technologies.

Message Date(s): Early 2021

BMP: Brochures/Pamphlets

BMP Number (Optional) 1.4

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Information on storage/use of salt or deicing materials included in tax bill; information available in site plan review application. Information available at Town Hall and online.

Targeted Audience: Industrial facilities

Responsible Department/Parties: Tax collector

Measurable Goal(s):

- 1) Increased awareness of effects salt/de-icing materials have on surrounding environment and water quality
- 2) Increase awareness to minimize use of harmful de-icing materials
- 3) Increased education of proper salt/de-icing material storage to prevent runoff or contamination of ground water

Message Date(s):

BMP: Newspaper Articles/Press Releases

BMP Number (Optional) 1.5

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Promoting landscaping techniques to protect water quality via Fall/Spring digital newsletter with techniques,

notification of upcoming trainings (UNH CE/Soak Up the Rain/etc.); information available in site plan review application, information available at the Town Hall and online.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: Road agent

Measurable Goal(s):

Increased awareness of landscaping techniques among landscapers and promoting more water quality friendly landscaping practices.

Message Date(s): Early 2022

BMP: Brochures/Pamphlets

BMP Number (Optional) 1.6

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Promote proper sediment and erosion control management practices by including information in site plan review application. Also make available at the Town Hall and online.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Town Planner

Measurable Goal(s):

Increased awareness of proper sediment and erosion control management practices.

Message Date(s): Early 2023

BMP: Brochures/Pamphlets

BMP Number (Optional) 1.7

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Promote proper management of dumpsters by including flyer in tax bill containing information on proper management of dumpsters. Make information available at the Town Hall and online.

Targeted Audience: Industrial facilities

Responsible Department/Parties: Road Agent

Measurable Goal(s):

Increased awareness of proper management of waste materials and dumpsters, including proper covering and pollution prevention. Information part of digital newsletter and online.

Message Date(s): Early 2023

BMP: Training

BMP Number (Optional) 1.8

Document Name and/or Web Address: N/A

Description:

Participate in trainings, as provided by NH DES, Stormwater Coalition, or other agency/group.

Targeted Audience: Town employees and departments

Responsible Department/Parties: Town Administrator and Department Heads

Measurable Goal(s):

Increased awareness and education on permit amongst town staff.

Message Date(s): Annually, beginning fall 2019

BMP: Web Page

BMP Number (Optional) 1.9

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Web Page to be maintained by Town. Will include electronic copies of promotional materials. Will also include outreach materials from the NH Stormwater Coalition and a list of resources.

Targeted Audience: All target audiences

Responsible Department/Parties: Town Administrator or Designee

Measurable Goal(s):

Website (or link to an MS4 site) established and maintained

Message Date(s): Annually, beginning 2019

BMP: Septic System Brochures/Pamphlets

BMP Number (Optional) 1.10

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Septic System awareness by ensuring that each tax bill contains information on septic systems including maintenance, cost savings, and water quality issues; information available at Town Office and online. Utilize materials from EPA "Septic Smart" program.

Targeted Audience: Residents

Responsible Department/Parties: Town Administrator or designee

Measurable Goal(s):

Increase residents' knowledge of septic system maintenance and water quality impacts.

Message Date(s): Early 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: <http://thinkbluesuncook.org/>

Responsible Department/Parties: Town Administrator or Designee

Measurable Goal(s):

Stormwater Management Plan is publicly available.

BMP: Public Participation in Stormwater Management Program Development

BMP Number (Optional) 2.2

Description:

The SWMP will be presented or communicated by a "memo" annually to the public with opportunity for comment. Meeting minutes will record public comments.

Responsible Department/Parties: Town Administrator or Designee

Measurable Goal(s):

Annual public input provided.

BMP: Catch Basin Stenciling/Marking

BMP Number (Optional) 2.3

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Catch basins to be stenciled and marked by volunteers and/or DPW staff overseen by Road Agent. Some minor stenciling identified due to staffing shortages. Will be completed by 2024.

Responsible Department/Parties: Road Agent or Designee

Measurable Goal(s):

Stencil catch basins.

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 year 3)

Ordinances Link or Reference:

Department Responsible for Enforcement:

BMP: Sanitary Sewer Overflow (SSO) Inventory

BMP Number (Optional) 3.2

Completed (by year 4)

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 EPA. Follow up the verbal notification with a written notification to EPA and Nhdes within five days of becoming aware of the SSO occurrence..

<p>The NHDES contacts are: (603) 271-3503 Mailing: PO Box 95 Concord, NH 03302-0095</p>	<p>The EPA contacts are: 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 5)

Phase II Completed
(by year 13)

Document Location and/or Web Address:

Description:

Map storm sewer system. Mapping was initially completed, though the Town learned of updated urbanized areas in 2023 and anticipates updating the overall map of the district for 2024. Additional outfalls and other elements will be depicted in the new map once complete.

Responsible Department/Parties: Town's Engineer

Measurable Goal(s):

Map 100% of outfalls and receiving waters, open channel conveyances, interconnections with other MS4s and other storm sewer systems, municipally-owned stormwater treatment structures, waterbodies identified by name and indication of all use impairments, and initial catchment delineations within 2 years of the permit's effective date. Map 100% of outfall spatial locations, pipes, manholes, catch basins, refined catchment delineations, municipal sanitary sewer system (if available), and municipal combined sewer system (if applicable) within 10 years of the permit's effective date.

BMP: IDDE Program

BMP Number (Optional) 3.4

Written Document Completed (by year 4)

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Develop and implement IDDE program for catchment investigation, including dry and wet weather screening.

Responsible Department/Parties: Road Agent

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:

<http://thinkbluesuncook.org/>

BMP: Employee Training

BMP Number (Optional) 3.5

Description:

Train employees on IDDE implementation & MS4.

Responsible Department/Parties: Town Administrator & Department Heads

Measurable Goal(s):

Training occurs annually.

BMP:IDDE Plan (Various Components)

BMP Number (Optional) 3.6

Completed

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Components will include provisions dealing with: illegal dumping and septic system inspection program for failed septic systems. Done as needed (no instances occurred as of the end of year 4).

Responsible Department/Parties: Road Agent

Measurable Goal(s):

Limit illegal stream dumping and provide provisions for inspections of failed septic systems.

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 year 3)

Ordinances Link or Reference: <http://thinkbluesuncook.org/>

Department Responsible for Enforcement: Planning

BMP: Site Plan Review Procedures

BMP Number (Optional) 4.2

Written procedures completed (by year 3)

Document Name and/or Web Address: <https://www.pembroke-nh.com/planning-and-building-department/pages/planning-forms-and-applications>

Description:

Written procedures for site plan review. Procedure in place prior to issuance of the MS4 permit. Pembroke already utilizes site plan review process as outlined by NH State law.

Responsible Department/Parties: Planning

Measurable Goal(s):

Establish site plan review procedures in accordance with the permit requirements.

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

BMP Number (Optional) 4.3

Completed (by year 3)

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Establish written procedures of site inspections and enforcement procedures. This will be added to the regulatory framework (site plan & subdivision regulations).

Responsible Department/Parties: Road Agent

Measurable Goal(s):

Inspect construction sites and take enforcement actions as needed, per the permit.

BMP: [BMP name here]

BMP Number (Optional) 4.4

Completed

Document Name and/or Web Address:

Description:

Incorporate erosion and sediment control provisions in regulatory framework (site plan & subdivision regulations).

Responsible Department/Parties:

Measurable Goal(s):

Complete in year 2 of permit.

BMP:Waste Control

BMP Number (Optional) 4.5

Completed

Document Name and/or Web Address:

Description:

Adoption of requirements to control wastes, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter, and sanitary wastes in regulatory framework (site plan & subdivision regulations).

Responsible Department/Parties:

Measurable Goal(s):

Complete in year 2 of permit.

BMP:Construction Regulations

BMP Number (Optional) 4.6

Completed

Document Name and/or Web Address:

Description:

Add provisions to regulatory framework (site plan & subdivision regulations) that require construction operators to develop and implement a sediment and erosion control program during construction.

Responsible Department/Parties:

Measurable Goal(s):

Complete in year 2 of permit.

BMP:Pre-Construction Coordination Meetings

BMP Number (Optional) 4.7

Completed

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Establish pre-construction meeting provisions in regulatory framework (site plan & subdivision regulations).

Responsible Department/Parties: Planning Board

Measurable Goal(s):

Complete in year 2 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 3)

Town Ordinances Link or Reference: <http://thinkbluesuncook.org/>
&
https://www.allenstownnh.gov/sites/g/files/vyhlf241/f/uploads/zoning_ordinance_as_approved_on_030822.pdf

Department Responsible for Enforcement: Planning Board

BMP: Street Design and Parking Lot Guidelines Report

BMP Number (Optional) 5.2

Completed (by year 6)

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:
Develop a report assessing requirements that affect the creation of impervious cover. The assessment will help determine if changes to design standards for streets and parking lots can be modified to support low impact design options. Scope in development, planned to finance as part of 2024 Clean Water State Revolving Fund (CWSRF). Anticipated completeness in 2024.

Responsible Department/Parties: Road Agent

Measurable Goal(s):
Recommendations are implemented by 2024 with progress reported annually.

BMP: Green Infrastructure Report

BMP Number (Optional) 5.3

Completed (by year 6)

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:
Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist

Responsible Department/Parties: Road Agent

Measurable Goal(s):
Recommendations are implemented by 2024 with progress reported annually.

BMP: List of Municipal Retrofit Opportunities

BMP Number (Optional) 5.4

Completed (by year 6)

Document Name and/or Web Address:

Description:

Complete an inventory and priority ranking of permittee-owned property and existing infrastructure that could be retrofitted with BMPs designed to reduce the frequency, volume and pollutant loads of stormwater discharges to its MS4 through the mitigation of impervious area

Responsible Department/Parties:

Measurable Goal(s):

The list is completed by 2024 and updated as needed.

BMP: As-Built Plans for On-Site Stormwater Control

BMP Number (Optional) 5.5

Completed

Document Name and/or Web Address:

Description:

Add language to the regulatory framework (site plan and subdivision regulations) requiring the submittal of as-built drawings per the requirements of the permit.

Responsible Department/Parties:

Measurable Goal(s):

Add language to the regulatory framework (site plan and subdivision regulations) requiring the submittal of as-built drawings per the requirements of the permit.

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 4)

Document Name and/or Web Address: http://thinkbluesuncook.org/

Description:

Identify and create written O&M procedures including all requirements contained in 2.3.7.1 for parks and open spaces.

Responsible Department/Parties: Department heads

Measurable Goal(s):

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

Properties List (Optional):

BMP: Buildings and Facilities Operations and Maintenance Procedures

BMP Number (Optional) 6.2

Written Document Completed (by year 4)

Document Name and/or Web Address: http://thinkbluesuncook.org/

Description:

Identify and create written O&M procedures including all requirements contained in 2.3.7.1 for buildings and facilities.

Responsible Department/Parties: Department heads

Measurable Goal(s):

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

Properties List (Optional):

BMP: Vehicles and Equipment Operations and Maintenance Procedures

BMP Number (Optional) 6.3

Written Document Completed (by year 4)

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Identify and create written O&M procedures including all requirements contained in 2.3.7.1 for vehicles and equipment.

Responsible Department/Parties: Department heads

Measurable Goal(s):

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

Properties List (Optional):

INFRASTRUCTURE

BMP: Infrastructure Operations and Maintenance Procedures

BMP Number (Optional) 6.4

Written Procedure Completed (by year 4)

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

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

Responsible Department/Parties: Department heads

Measurable Goal(s):

100% of infrastructure is maintained to ensure proper function in accordance with the procedures above.

BMP: Catch Basin Cleaning Program

BMP Number (Optional) 6.5

Written Procedure Completed (by year 4)

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

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: Road Agent

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 4)

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

Sweep all streets and permittee-owned parking lots in accordance with permit conditions. Identify contractor, explore potential for partnering with Allenstown for cost efficiencies.

Responsible Department/Parties: Road Agent

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 4)

Document Name and/or Web Address: <http://thinkbluesuncook.org/>

Description:

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

Responsible Department/Parties: Road Agent

Measurable Goal(s):

Evaluate at least one salt/chloride alternative for use in the municipality.

BMP: Stormwater Treatment Structures Inspection and Maintenance Procedures

BMP Number (Optional) 6.8

Completed (by year 4)