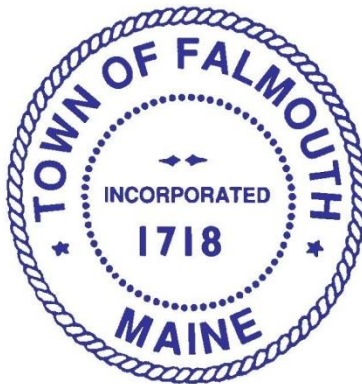


**2013 MS4 GENERAL PERMIT  
STORMWATER PROGRAM  
MANAGEMENT PLAN  
for the  
TOWN OF FALMOUTH, MAINE**

**Original Plan Date:  
November 15, 2013**



**FALMOUTH, MAINE**

**2013 MS4 GENERAL PERMIT  
STORMWATER PROGRAM  
MANAGEMENT PLAN**

**NOVEMBER 2013**

**Prepared By:**

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**TOWN OF FALMOUTH  
2013 MS4 GENERAL PERMIT  
STORMWATER PROGRAM MANAGEMENT PLAN**

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## **SECTION 1**

### **INTRODUCTION**

#### **1.1 OVERVIEW OF REGULATORY PROGRAM**

The General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems (General Permit) was issued by the Maine Department of Environmental Protection (DEP) on July 1, 2013. The Maine DEP holds delegated authority under the Federal National Pollutant Discharge Elimination System (NPDES) permit program to administer the General Permit in Maine. The General Permit authorizes the direct discharge of stormwater from or associated with a regulated small municipal separate storm sewer system (MS4) to an MS4 or waters of the State other than groundwater.

Discharges must meet the requirements of the General Permit and applicable provisions of Maine's waste discharge and water classification statutes and rules. Compliance with the General Permit authorizes a person to discharge stormwater, pursuant to 38 M.R.S.A. § 413. The General Permit only applies to operations or activities associated with stormwater runoff from the regulated small MS4 within the identified Urbanized Area (UA). Several key requirements of the General Permit, including the development of this Stormwater Program Management Plan, are described below.

##### **1.1.1 Stormwater Program Management Plan**

To demonstrate how the regulated small MS4, hereinafter referred to as the “Town,” proposes to meet the requirements of the General Permit, the Town is required to develop, implement, and enforce a Stormwater Program Management Plan (Plan). The Plan outlines best management practices (BMP) that the Town intends to utilize toward implementing the six minimum control measures (MCMs) set forth in Section H of the General Permit. The BMPs are designed to reduce the discharge of pollutants from the Town’s regulated small MS4 to the maximum extent

practicable, to protect water quality, and to satisfy the appropriate water quality requirements of the Clean Water Act.

The maximum extent practicable (MEP) is an iterative and adaptive process that considers several factors with an ultimate goal of protecting and improving water quality. For the purposes of the General Permit, narrative effluent limitations are used to meet the MEP requirements by employing BMPs designed to reduce pollutants and protect water quality. This Plan describes how the Town will reduce or eliminate polluted stormwater runoff to the maximum extent practicable from its regulated small MS4 by incorporating the six minimum control measures.

### **1.1.2 Minimum Control Measures (MCMs)**

The General Permit requires that for each MCM, the Plan shall include the appropriate BMPs and measureable goals by which each BMP will be evaluated; a responsible party for implementing each BMP; and a timeline for implementation of each BMP. The MCMs included in the Plan are as follows:

- MCM 1 Public Education and Outreach on Stormwater Impacts
- MCM 2 Public Involvement and Participation
- MCM 3 Illicit Discharge Detection and Elimination (IDDE)
- MCM 4 Construction Site Stormwater Runoff Control
- MCM 5 Post-Construction Stormwater Management in New Development and Redevelopment
- MCM 6 Pollution Prevention / Good Housekeeping for Municipal Operations

### **1.1.3 Evaluation and Assessment**

The Town will evaluate program compliance, the appropriateness of identified BMPs, and progress towards achieving identified measurable goals through annual reporting. This Plan will be amended if the DEP or the Town determines that (1) the Plan fails to control pollutants or adequately protect against pollution, (2) the Plan does not prevent the potential for a significant contribution of pollutants, (3) the Plan does not meet requirements of the General Permit, or (4)

new information results in a shift in the Plan's priorities (refer to Part IV.B of the General Permit for further information on amending the Plan).

#### **1.1.4 Annual Reporting and Record Keeping**

The Town shall keep records required by the General Permit for a period of at least three years following its expiration (or longer, if requested by the Commissioner of the DEP). The Town shall make records, including this Plan, available to the public at reasonable times during regular business hours.

By September 15, 2014, and annually thereafter by September 15, the Town will electronically submit a report via email to the Municipal and Industrial Stormwater Coordinator, Department of Environmental Protection for their review and approval.

The report will include the following:

- a. The status of compliance with permit conditions based on the Town's Plan, an assessment of the appropriateness of identified BMPs, progress towards achieving identified measurable goals for each of the MCMs, and progress toward achieving the goal of reducing the discharge of pollutants to the maximum extent practicable. This assessment will include a summary describing activities, progress, and accomplishments for MCMs 1 through 6.
- b. Results of information collected and analyzed, including monitoring data, if any, during the reporting period.
- c. A summary of the stormwater activities the Town intends to undertake pursuant to its Plan during the next permit year.
- d. A change in any identified BMPs or measurable goals that apply to the Plan.

Changes to the report based on the DEP's review comments will be submitted to the DEP within 60 days of the receipt of the comments.

### **1.1.5 Impaired Waters and Total Maximum Daily Load (TMDL) Applicability**

Currently, there are no impaired waterbodies in Town; however, if there were an impaired waterbody to which a discharge drained, and that waterbody had an Environmental Protection Agency (EPA) approved TMDL, then the discharge would need to be consistent with the TMDL waste load allocation and any implementation plan. If a TMDL is approved or modified by EPA subsequent to the effective date of this General Permit, the DEP shall notify the Town and may:

- a. Require the Town to review its Plan for consistency with the TMDL, and propose any necessary modification to the Plan to be submitted to the DEP within six months of the receipt of notification concerning the TMDL;
- b. Issue a watershed-specific General Permit for the area draining to the impaired waterbody, which may reference parts of the General Permit; or
- c. Require an individual permit.

## **1.2 BASIS OF PLAN DEVELOPMENT**

This Plan was developed in accordance with the requirements of the General Permit, which was issued by the Maine DEP on July 1, 2013. Per the General Permit, implementation of the six MCMs is required only within the urbanized area of the regulated small MS4, as defined by the inclusive sum of the 2000 and 2010 decennial census by the U.S. Bureau of Census. This Plan is to be substantially implemented by June 30, 2018.



## **SECTION 2**

### **REGULATED MS4 INFORMATION**

#### **2.1 LOCATION MAP**

The location map for the Town is included as Figure 2.1.

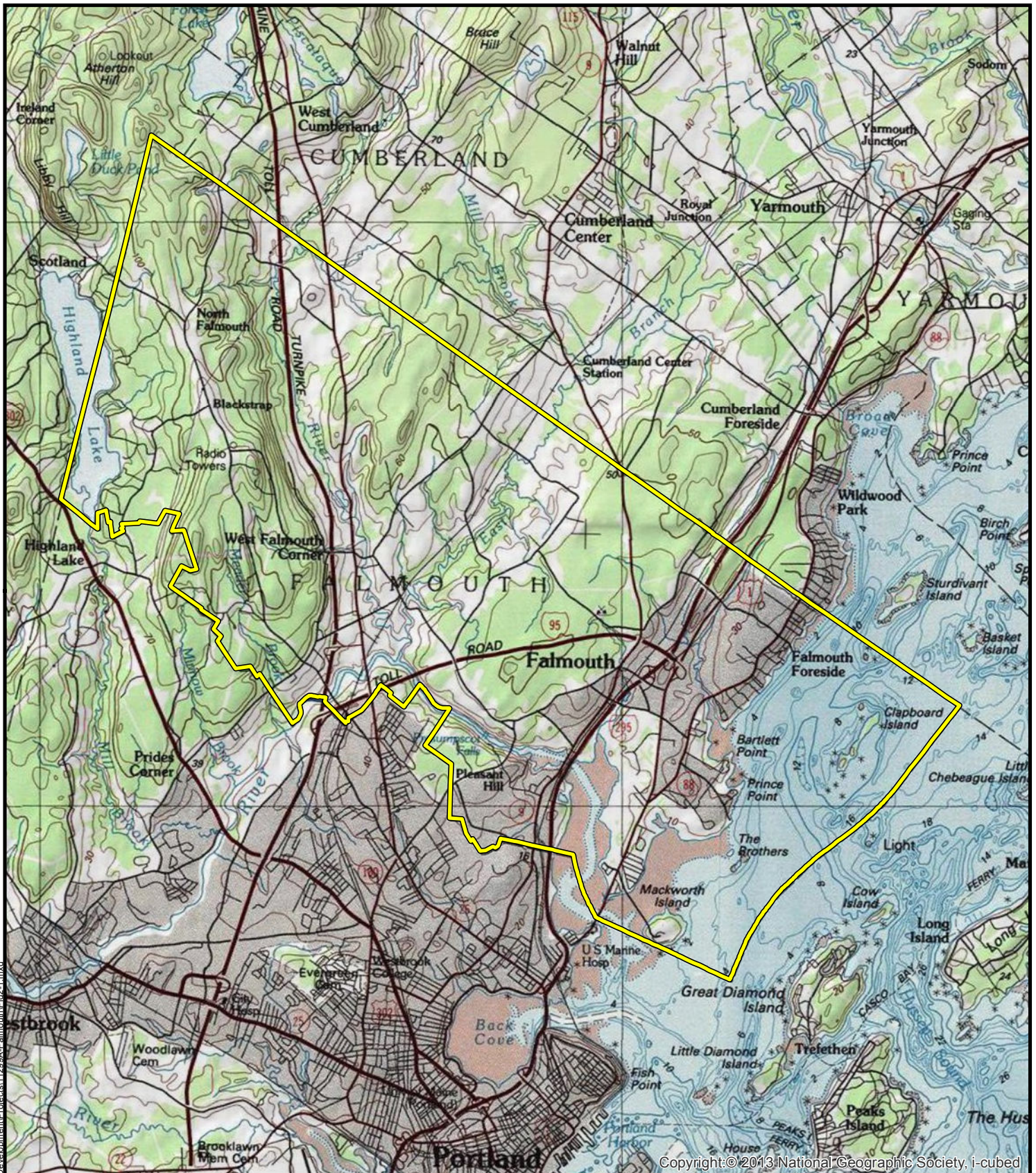
#### **2.2 URBANIZED AREA MAP**

The urbanized area map was developed from the U.S. Census Bureau (2000 and 2010) Urbanized Area and Urban Cluster Data, and is included as Figure 2.2.

#### **2.3 PRIORITY WATERSHEDS**

The Town's highest priority watershed is Mill Creek, and the second highest priority watershed is Casco Bay Foreside. These priority watersheds are also identified on Figure 2.2.





Copyright: © 2013 National Geographic Society, i-cubed

## Legend:

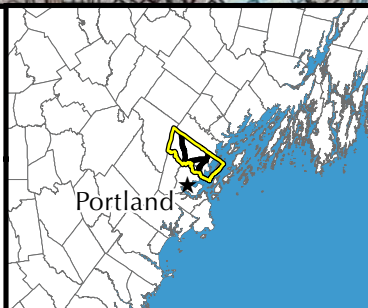


Town of Falmouth

Source:

Town boundary provided by MEGIS,  
Topo via National Geographic Society

0 7,500 15,000  
Feet



2013 MS4 General Permit  
Stormwater Program Management Plan

Location Map  
Falmouth, Maine

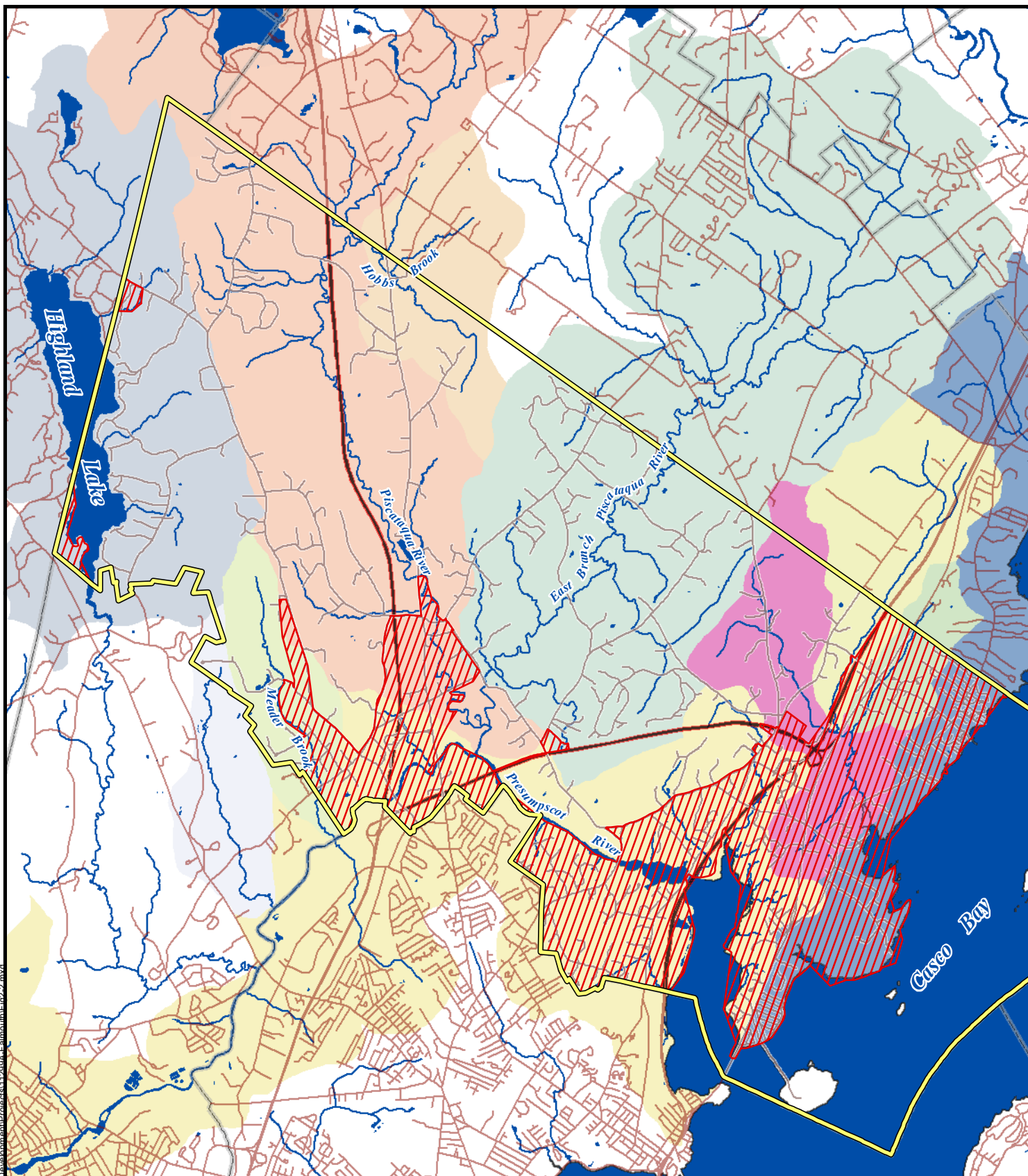
PROJ NO: 11559F DATE: Oct 2013

**WRIGHT-PIERCE**  
Engineering a Better Environment

**FIGURE:**

2.1





# Legend:

- Town Boundary
- Urbanized Area

## Priority Watersheds

- Mill Creek
- Casco Bay Foreside

## Other Watersheds

- Chenery Brook

- East Branch Piscataqua
- Forest Lake
- Highland Lake
- Hobbs Brook
- Meader Brook

- Minnow Brook
- Norton Brook
- Piscataqua River
- Presumpscot

Source:

Roads provided by MEGIS. Watershed data from CCSWCD. Census (2000, 2010) data from US Census Bureau.

0 6,000 12,000 Feet



2013 MS4 General Permit  
Stormwater Program Management Plan

Urbanized Area/Priority Watersheds  
Falmouth, Maine

PROJ NO: 11559F DATE: Oct 2013

**WRIGHT-PIERCE**  
Engineering a Better Environment

**FIGURE:**

2.2

## SECTION 3

### MINIMUM CONTROL MEASURES

#### MCM 1 PUBLIC EDUCATION AND OUTREACH

##### Goals:

1. To raise awareness that polluted stormwater runoff is the most significant source of water quality problems for Maine's waters;
2. To motivate people to use BMPs which reduce polluted stormwater runoff ; and
3. To reduce polluted stormwater runoff as a result of increased awareness and utilization of BMPs.

The Town will fulfill the requirements for Public Education and Outreach through participation in the Interlocal Stormwater Working Group (ISWG) and the Town's provision of funding to the ISWG for Public Education and Outreach services, as described in this section of the Plan. For specific permit requirements, refer to Part IV(H)(1) of the General Permit.

#### BMP 1.1 Continue Awareness Outreach Efforts

*Responsible Party:* ISWG Education Coordinator

*Measurable Goal 1.1.1:* In Permit Year 1, the ISWG will implement awareness activities outlined in the revised Statewide Awareness Plan. Activities include:

- Maintain a link to [www.thinkbluemaine.org](http://www.thinkbluemaine.org) on municipal website.
- Participate in a statewide media campaign to include 12 months of television advertisements and 12 months of online advertisements that direct to [www.thinkbluemaine.org](http://www.thinkbluemaine.org).
- Promote their approved public event.

*Reporting:* The annual report will include documentation of activities implemented as part of the revised Statewide Awareness Plan.

## **BMP 1.2      Update and Implement Stormwater Awareness Plan**

*Responsible Party:* ISWG Education Coordinator

*Measureable Goal 1.2.1:* By December 2, 2013, submit a Stormwater Awareness Plan to raise awareness of stormwater issues such as the path stormwater runoff takes, sources of stormwater pollution and the impact that polluted stormwater runoff has in the community(ies). The plan will identify:

- a) the target audience,
- b) the outreach tool(s) to be used,
- c) the message,
- d) the distribution system,
- e) the time line and implementation schedule,
- f) the person(s) responsible for implementation,
- g) an impact evaluation protocol,
- h) a plan modification protocol (this must include DEP approval of significant plan modifications), and
- i) the goals (e.g., the targeted level of change sought as a result of the education and outreach effort; specific measurable goals for plan implementation).

*Measurable Goal 1.2.2:* As of February 1, 2014 the Stormwater Awareness Plan will be considered approved and implementation of the Stormwater Awareness Plan will begin within one week of approval, unless the DEP responds in writing or verbally otherwise. The overall schedule for raising awareness of stormwater will be included as part of the Stormwater Awareness Plan.

*Reporting:* The annual report will include a review of the Stormwater Awareness Plan as well as process and impact indicators as outlined in the Stormwater Awareness Plan. In Permit Year 5, an in-depth assessment of both the implementation and the impact of the Stormwater Awareness Plan will be provided.

### **BMP 1.3      Develop and Implement Permit Awareness Plan**

*Responsible Party:* ISWG Education Coordinator

*Measureable Goal 1.3.1:* By January 6, 2014, submit a Permit Awareness Plan to raise awareness of stormwater issues including MS4 permit requirements for municipal employees, elected officials and volunteers within municipal government. The plan will identify:

- a) the target audience,
- b) the outreach tool(s) to be used,
- c) the message,
- d) the distribution system,
- e) the time line and implementation schedule,
- f) the person(s) responsible for implementation,
- g) an impact evaluation protocol,
- h) a plan modification protocol (this must include DEP approval of significant plan modifications), and
- i) the goals (e.g., the targeted level of change sought as a result of the education and outreach effort; specific measurable goals for plan implementation).

*Measurable Goal 1.3.2:* As of March 1, 2014, the Permit Awareness Plan will be considered approved and implementation of the Permit Awareness Plan will begin within one week of approval, unless the DEP responds in writing or verbally otherwise. The overall schedule for raising awareness of the permit will be included as part of the Permit Awareness Plan.

*Reporting:* The annual report will include a review of the Permit Awareness Plan as well as process and impact indicators as outlined in the Permit Awareness Plan. In Permit Year 5, an analysis of the process and impact indicators of the Permit Awareness Plan will be provided.

#### **BMP 1.4 Continue Targeted BMPs Adoption Efforts from Previous MS4 Permit Cycle**

*Responsible Party:* ISWG Education Coordinator

*Measureable Goal 1.4.1:* In Permit Year 1, the ISWG will continue BMP adoption activities carried out in Permit Year 5 of the 2008-2013 BMP Adoption Plan. Activities include:

- Provide a minimum of six adult education classes throughout the ISWG region per year.
- Work with a minimum of 21 retail locations to provide healthy lawn care education to consumers.
- Maintain the YardScaping website hosted on CCSWCD's website.
- Provide information to targeted neighborhoods via direct mail, neighborhood canvassing, socials, or other means.

*Reporting:* The annual report will include documentation of activities completed as part of the continuation of the 2008-2013 BMP Adoption Plan.

#### **BMP 1.5 Update and Implement BMP Adoption Plan**

*Responsible Party:* ISWG Education Coordinator

*Measurable Goal 1.5.1:* By November 1, 2013, submit a plan to encourage targeted audience to adopt or practice specific BMPs that will reduce stormwater pollution.

The Plan will include:

- a) the BMP,
- b) the target audience,
- c) the outreach tool(s) to be used,
- d) the message,
- e) the distribution system,
- f) the time line,
- g) the person(s) responsible for implementation,
- h) an impact evaluation protocol,

- i) a plan modification protocol, and
- j) the targeted level of change as a result of the outreach effort (specific measurable goals for plan implementation).

*Measurable Goal 1.5.2:* As of January 15, 2014 the BMP Adoption Plan will be considered approved and implementation of the Plan will begin, unless DEP responds in writing or verbally otherwise. An overall schedule for BMP adoption will be included in the BMP Adoption Plan.

*Reporting:* The annual report will include a review of the BMP Adoption Plan as well as process and impact indicators as outlined in the BMP Adoption Plan. In Permit Year 5, an in-depth assessment of both the implementation and the impact of the BMP Adoption Plan will be provided.

#### **BMP 1.6 Develop and Implement Targeted Outreach in Priority Watershed Plan**

*Responsible Party:* ISWG Education Coordinator

*Measureable Goal 1.6.1:* By July 1, 2014, submit a draft plan on how to meet either permit requirement in Part IV(H)(1.a.iv.1) or (1.a.iv.2). The plan will identify:

- a) the specific stormwater activity or pollutant to be addressed,
- b) the target audience,
- c) the outreach tool(s) to be used,
- d) the message and the BMPs to be encouraged,
- e) the time line and implementation schedule,
- f) the person(s) responsible for implementation,
- g) the goal of the outreach effort, and
- h) the impact evaluation protocol.

*Measurable Goal 1.6.2:* By November 1, 2014, submit a final plan, and as of January 5, 2015 the Targeted Outreach in Priority Watershed Plan will be considered approved and implementation will begin, unless DEP responds in writing or verbally otherwise. An overall schedule for targeted outreach in the priority



watershed will be included as part of the Targeted Outreach in Priority Watershed Plan.

*Reporting:* Starting in Permit Year 2, the annual report will include a review of the Targeted Outreach in Priority Watershed Plan as well as process and impact indicators as outlined in the Targeted Outreach in Priority Watershed Plan. In Permit Year 5, an analysis of the process and impact indicators of the Targeted Outreach in Priority Watershed Plan will be provided.

### **BMP 1.7 School Outreach**

*Responsible party:* ISWG Education Coordinator

*Measureable Goal 1.7.1:* In Permit Year 1, continue the incorporation and implementation of “It’s all connected” school curriculum in elementary and/or middle schools.

*Measurable Goal 1.7.2:* In Permit Years 2-5, as funding allows, continue the incorporation and implementation of “It’s all connected” school curriculum in elementary and/or middle schools.

*Reporting:* The annual report will include the total number of students reached, which schools were involved, and the lesson topics that were covered.

## **MCM 2      PUBLIC INVOLVEMENT AND PARTICIPATION**

**Goal:** Involve the public in both the planning and implementation process of improving water quality and reducing stormwater quantity via the stormwater program.

The Town will fulfill the requirements for Public Involvement and Participation through participation in the Interlocal Stormwater Working Group (ISWG) and the Town's provision of funding to the ISWG for Public Involvement and Participation services, or through directly fulfilling the requirements, as described in this section of the Plan. For specific permit requirements, refer to Part IV(H)(2) of the General Permit.

### **BMP 2.1      Public Notice Requirement**

*Responsible party:* ISWG Stormwater Program Coordinator or Jay Reynolds, Public Works Director

*Measureable Goal 2.1.1:* During Permit Year 1, ISWG and/or its members will follow state and local Public Notice requirements for ISWG and/or individual Stormwater Program Management Plans, as applicable. Copies of the Plans will be made available on the Maine DEP website.

*Measureable Goal 2.1.2:* In Permit Years 1-5, ISWG and/or its members will follow state and local Public Notice requirements when involving stakeholders in the implementation of the General Permit.

*Reporting:* The annual report will describe compliance with public notice requirements including documentation of meetings and attendance, where applicable.

### **BMP 2.2      Host Public Event**

*Responsible Party:* ISWG Education Coordinator or to be determined

*Measurable Goal 2.2.1:* In Permit Years 1-5, the ISWG and/or the Town will annually host, conduct, or participate in at least one public event that includes a pollution

prevention and/or water quality theme. The target audience will be a segment of the urbanized area population that the Town wishes to reach.

Examples of such events include, storm drain stenciling, stream clean-up, volunteer monitoring, neighborhood educational events, conservation commission outreach program, or adopt a storm drain or local stream program. The ISWG and/or Town will consult with DEP to ensure that the event will satisfy the permit requirements.

*Reporting:* The annual report will include a description of the event including estimated attendance/participation and an impact evaluation to assess effectiveness of the methods used to plan and host the event. The Town will include a comprehensive review of the public events in its Permit Year 5 Annual Report, including an analysis of the process and impact indicators for the events.

### **MCM 3      ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)**

**Goal:** Implement and enforce a program to detect and eliminate illicit discharges into the MS4. For specific permit requirements, refer to Part IV(H)(3) of the General Permit.

#### **BMP 3.1      Review Watershed Based Storm Sewer System Infrastructure Map and Update as New Information Becomes Available**

*Responsible Party:* Jay Reynolds, Public Works Director

*Measureable Goal 3.1.1:* During Permit Years 1 - 5, maintain the storm sewer system map by updating the data when additional information is identified or becomes available. In addition, the Town will annually review the existing storm sewer system map to determine whether updates are necessary.

*Reporting:* The annual report will include a status update of mapping efforts undertaken during the Permit Year.

#### **BMP 3.2      Non-Stormwater Discharge Ordinance**

*Responsible Party:* Jay Reynolds, Public Works Director

*Measureable Goal 3.2.1:* In Permit Years 1-5, the Town will continue to enforce the Non-Stormwater Discharge Ordinance.

*Measureable Goal 3.2.2:* During Permit Years 1-5, the Town will continue to utilize their GIS mapping capabilities to map illicit discharges that are identified and removed during the permit cycle. Such mapping will assist in the assessment and prioritization of areas to target future IDDE efforts.

*Reporting:* The annual report will include documentation of illicit discharge incidents and municipal enforcement actions taken under the Non-Stormwater Discharge Ordinance. A status update on the mapping of illicit discharges will also be included in the annual report, as applicable.

### **BMP 3.3     Develop Dry Weather Outfall Inspection Program**

*Responsible Party:* Jay Reynolds, Public Works Director

*Measureable Goal 3.3.1:* In Permit Years 1-5, the Town will base the prioritization of dry weather outfall inspections on maintenance schedules of the Town's MS4; however, the prioritization will also take into consideration drainage areas that the Town perceives as having the greatest potential threat to the receiving waters (starting in the Town's priority watersheds), and additional inspections or opportunistic inspections will be conducted in these areas, as necessary.

*Measureable Goal 3.3.2:* In Permit Year 1, the Town will review its standard operating procedures for the dry weather outfall inspection program, and modify or revise it as necessary. Particular attention will be given to the procedures that are in place if and when an illicit discharge is encountered during routine or opportunistic inspections. Currently, the following procedures are in place when an illicit discharge or signs of an illicit discharge are observed:

- a. An inspection form is filled out, which identifies the characteristics, location, etc. of the illicit discharge.
- b. A sample is often taken to verify that the discharge contains soaps or bacteria.
- c. Once it is confirmed that the discharge is illicit, the source of the discharge is located by various methods.
- d. Once the source location is confirmed, a notice is sent to the property/facility owner.
- e. The matter is referred to code enforcement for follow up and documentation of resolution of the discharge.

*Measureable Goal 3.3.3:* In Permit Years 1-5, the Town will conduct dry weather outfall inspections based on the prioritized scheduled that is developed under Measurable Goal 3.3.1. The Town will conduct dry weather outfall inspections during catch basin cleaning, and will be conducted by inspecting the first upstream catch basin to the outfall. If anything suspicious is identified (such as debris, pollutants, or unusual odor), further investigation at the outfall will be conducted.

*Reporting:* Inspection results will be documented in a database management system or other recordkeeping system. The annual report will provide a summary of the inspection results.

#### **BMP 3.4 Evaluation of the Potential for Illicit Discharges into the Ditch System**

*Responsible Party:* Jay Reynolds, Public Works Director

During the previous permit cycle, the Town evaluated the likelihood of illicit discharges to the ditch system within the Town's highest priority watershed (Mill Creek). Based on the highly commercial land use in this watershed and given the fact that the watershed is primarily served by sanitary sewer and has a separate storm drain system, it is not probable that illicit discharges to the ditch system are inherent to this watershed. It was determined that a strategy to detect these types of discharges in the highest priority watershed would not be pursued any further.

*Measureable Goal 3.4.1:* By the end of Permit Year 4 and in coordination with Measureable Goal 3.5.1, reevaluate the potential for illicit discharges to the ditch system within the highest priority watershed or perhaps a specific drainage area within the highest priority watershed. Part of this evaluation will include documentation and assessment of private pipes that are known to discharge into the ditch system. If it is still determined that it is not an effective use of resources to develop a strategy in the highest priority watershed, the Town will evaluate the potential in other watersheds.

*Measureable Goal 3.4.2:* If it is deemed appropriate to pursue the development of a strategy to detect illicit discharges in the ditch system in a particular watershed or subwatershed, the Town will:

- a. identify the approximate length of ditch located in the applicable watershed or subwatershed, by the end of Permit Year 4,
- b. develop such a detection strategy, during Permit Year 5, and
- c. to the extent allowable under State or local law, implement the detection

strategy by the end of Permit Year 5.

*Reporting:* The annual report will include a status update on the evaluation of the potential for illicit discharges in the ditch system, and will also include a status on the development and implementation of such a program, as applicable. Reporting of illicit discharge detections and actions taken will be included under BMP 3.2, Non-Stormwater Discharge Ordinance.

### **BMP 3.5 Septic System Evaluation**

*Responsible Party:* Amanda Stearns, Community Development Director

*Measureable Goal 3.5.1:* By the end of Permit Year 3, the Town will review which areas are served by sanitary sewer and which are equipped with septic systems, and will develop a list of septic systems that are located within its highest priority watershed, are equal to or greater than 20 years old, and have the potential to discharge to the MS4, if they were to fail.

*Measurable Goal 3.5.2:* By the end of Permit Year 4, the Town will conduct a drive-by evaluation of all septic systems that were identified as required (refer to Measureable Goal 3.5.1). The drive-by evaluations will be documented, and the Town will follow their standard operating procedure for illicit discharge detection and elimination, if a septic system is found to be malfunctioning.

*Reporting:* The annual report will provide an update on the development of the list of septic systems as well as a summary of the drive-by evaluations.

### **BMP 3.6 Household Hazardous Waste Collection**

*Responsible Party:* Jay Reynolds, Public Works Director

*Measureable Goal 3.5.1:* In Permit Years 1-5, as funding allows, the Town will provide a reasonable means for residents to dispose of hazardous materials by continuing to accept a variety of Household Hazardous, Universal, and e-Waste at the

Falmouth Transfer Station on a daily basis.

*Reporting:* The annual report will provide a summary of the type of waste collected as well as the quantity collected for the most recent calendar year.

**BMP 3.7      Coordinate with the Portland Water District regarding water line and hydrant flushing to determine if either are a significant contributor of pollutants to the MS4**

*Responsible Party:* Jay Reynolds, Public Works Director

*Measureable Goal 3.7.1:* In Permit Year 1, coordinate with the Portland Water District via mail or in person to evaluate whether or not water line or hydrant flushing from potable water sources is a significant contributor of pollutants to the MS4. Evaluation will include the following action:

- a. Provide the Portland Water District with a location map showing the extent of the municipal urbanized area, and the highest priority watershed(s).
- b. Gather information from the Portland Water District, specific to the urbanized area and priority watershed(s), including the number and location of hydrants and details on water line or hydrant flushing that outlines procedures, including how often flushing occurs, typical flow rates and duration, where the water is conveyed, what the target or actual chlorine concentrations are, and what best practices are employed to prevent erosion and address potential pollutants.

*Measureable Goal 3.7.2:* By no later than December 30, 2014, unless otherwise approved by the Department, using available GIS or other municipal mapping information, the location of hydrants will be added to the storm sewer system infrastructure map to aid in the evaluation; the Town will work with the water utility to prioritize the hydrants or water lines that have the potential to cause exceedances of the ambient water quality criterion for chlorine when discharged through the MS4. The Town will request a water quality progress report that



documents what best management practices are being implemented for flushing activity at the prioritized hydrants as well as the Portland Water District's testing results of the total residual chlorine for any such discharges.

*Measurable Goal 3.7.3:* In Permit Years 3-5, the Town will request an annual water quality progress report that documents what best management practices are being implemented for flushing activity at the prioritized hydrants as well as the Portland Water District's testing results of the total residual chlorine for any such discharges.

*Measurable Goal 3.7.4:* If it is determined by the end of Permit Year 3, that water line or hydrant flushing is a significant contributor of pollutants to the MS4, and the Portland Water District has demonstrated that it will not voluntarily implement BMPs in order to reach ambient water quality criteria for chlorine, the Town will, as soon as practicable or by no later than the end of Permit Year 4, update their IDDE ordinance to allow enforcement of discharges that cause exceedances of water quality criteria.

*Reporting:* The annual report will include a status update on the evaluation of water line and hydrant flushing as a significant contributor of pollutants to the MS4 and an update on subsequent actions.

## **MCM 4      CONSTRUCTION SITE STORMWATER RUNOFF CONTROL**

**Goal:** Reduce pollutants in any stormwater runoff to the regulated small MS4 from construction activities that result in a land disturbance of greater than or equal to one acre.

The Town will rely on the Maine Construction General Permit (MCGP) or Chapter 500, Stormwater Management to meet the requirements of the General Permit. For specific permit requirements, refer to Part IV(H)(4) of the General Permit.

### **BMP 4.1      Notification to construction site developers and operators of the requirements for registration under the Maine Construction General Permit or Chapter 500, Stormwater Management for the discharge of stormwater associated with construction activities**

*Responsible Party:* Amanda Stearns, Community Development Director

*Measurable Goal 4.1.1:* In Permit Years 1-5, continue notification procedures currently in place through the permitting process. Primary notification will occur through the development review process. The secondary method of notification will be through the building permit and supplemental brochure highlighting several permitting requirements including the MCGP. The Town will periodically evaluate the notification procedures and modify them as necessary.

*Reporting:* The annual report will include a description of any updates made to the notification procedures.

### **BMP 4.2      Continue to implement a mechanism to annually document every construction activity that disturbs one or more acres on a town-wide basis**

*Responsible party:* Jamie Mason, Town Engineer

*Measurable Goal 4.2.1:* In Permit Years 1-5, continue to use the current tracking system to record every activity that disturbs greater than or equal to one acre. The system

will be used to summarize data to be included in annual reports submitted to the DEP, and therefore will differentiate construction activities within the priority watershed(s) and all other watersheds.

*Reporting:* The number of construction activities disturbing greater than or equal to one acre will be included under BMP 4.3.

#### **BMP 4.3      Continue to Implement a Construction Site Inspection Program**

*Responsible party:* Jamie Mason, Town Engineer

*Measurable Goal 4.3.1:* In Permit Years 1-5, continue the implementation of the construction site inspection program. The Town will continue to conduct construction inspections using municipal staff and/or contracted third party inspectors, as applicable, to meet the terms and conditions of the General Permit. Construction sites located in the highest priority watershed will be inspected a minimum of three times and construction sites located in all other watersheds will be inspected a minimum of two times over the life of the project. For all construction sites, at least one of the required inspections will be at project completion. The inspector will document inspections using a field report that includes discussion on erosion and sediment control.

*Measurable Goal 4.3.2:* In Permit Years 1-5, continue to implement the process for tracking and notifying the site developer or contractor of non-compliance issues. For sites that are not in compliance, the inspector(s) will verbally notify them in the field, and if non-compliance continues, a written notice will be provided to the developer. Further non-compliance will be referred to the DEP with supporting documentation and/or notice of “calling” the performance guarantee will be given to the developer.

*Measurable Goal 4.3.3:* By the end of Permit Year 2, review the qualifications of the Town’s construction site inspector(s) and provide an opportunity for training, as needed.

*Reporting:* Inspection results will be documented in a database management system or other recordkeeping system. The annual report will provide a summary of the inspection results.

## **MCM 5 POST-CONSTRUCTION STORMWATER MANAGEMENT IN DEVELOPMENT AND REDEVELOPMENT**

**Goals:** Address stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre and discharge into the Town's MS4 and ensure adequate long-term operation and maintenance of post-construction BMPs.

The Town adopted Post-Construction Stormwater Management requirements as part of revisions to their Zoning and Site Plan Review Ordinance in September 2009, which requires owners and operators of post-construction BMPs to hire a qualified, third-party inspector to document that the post-construction BMPs are adequately maintained and functioning as intended or require maintenance. Based on the language contained in the Ordinance, the Town will have no inspection requirements under the General Permit. For specific permit requirements, refer to Part IV(H)(5) of the General Permit.

### **BMP 5.1 Implement Post-Construction Stormwater Management Requirements included in the Zoning and Site Plan Review Ordinance**

*Responsible Party:* Amanda Stearns, Community Development Director and Jamie Mason, Town Engineer

*Measurable Goal 5.1.1:* In Permit Years 1-5, the Town will continue to implement their Post-Construction Stormwater Management requirements as per the Zoning and Site Plan Review Ordinance.

*Reporting:* The annual report will provide the status of implementation of the Post-Construction Stormwater Management requirements.

**BMP 5.2      Implement a method to track post-construction BMPs, and develop and implement a system to track annual certifications that are required by the owner or operator of the post-construction BMP(s)**

*Responsible Party:* Jamie Mason, Town Engineer

*Measurable Goal 5.2.1:* In Permit Years 1-5, continue to track post-construction BMPs that are installed, and record the annual certifications that are required of the owner or operator of the post-construction BMP(s) and have been received by the Town.

*Measureable Goal 5.2.2:* In Permit Years 1-5, conduct an annual evaluation of the tracking method used and modify it, as necessary.

*Reporting:* The annual report will provide a summary of the information contained in the database management system or other recordkeeping system used for tracking. The following information will be included in the Town's annual report to the Maine DEP:

- The cumulative number of sites that have post-construction BMPs discharging into the Town's MS4.
- A summary of the number of sites that have post-construction BMPs discharging into the Town's MS4 that were reported to the municipality.
- The number of sites with documented functioning post-construction BMPs.
- The number of sites that required routine maintenance or remedial action to ensure that the post-construction BMP were functioning as intended.

The report will also include an update on the tracking system, if any modifications were made based on the evaluation of the method used.

**BMP 5.3      Promote Existing Strategies**

*Responsible Party:* Amanda Stearns, Community Development Director

*Measureable Goal 5.3.1:* In Permit Years 1-5, continue to promote Conservation Subdivisions as the preferred form of development within the Resource

Conservation Zoning Overlay (RCZO) District in an effort to promote and require low impact development within the Town of Falmouth.

*Reporting:* The annual report will provide a status update, as applicable.

**BMP 5.4      Develop and implement a procedure to encourage site developers to consider incorporating low impact development or green infrastructure into site development and redevelopment projects**

*Responsible Party:* Amanda Stearns, Community Development Director

*Measureable Goal 5.4.1:* By the end of Permit Year 1, build off of BMP 5.4 and develop and implement a method for encouraging site developers to consider incorporating low impact development or green infrastructure into development and redevelopment projects.

*Measureable Goal 5.4.1:* As part of the Route 1 infrastructure project, specific sites in the Mill Creek and Casco Bay Foreside watersheds were identified as having potential to incorporate LID/green infrastructure in future redevelopment of their sites. During Permit Years 2-5, the Town will partner with any of these specific sites to incorporate the LID/green infrastructure retrofits suggested as part of the Watershed Management Study, if new or redevelopment is to occur on these sites. The public-private partnership may include financial or local permitting incentives.

*Measureable Goal 5.4.3:* During Permit Years 4 and 5, evaluate the methods used to encourage site developers to determine their effectiveness.

*Reporting:* The annual report will provide a status update toward the development and implementation of this BMP.

## **MCM 6      POLLUTION PREVENTION / GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

**Goal:** Prevent or reduce pollutant runoff from municipal operations.

For specific permit requirements, refer to Part IV(H)(6) of the General Permit.

### **BMP 6.1      Inventory Operations at Municipally Owned Grounds and Facilities**

*Responsible Party:* Jay Reynolds, Public Works Director

*Measurable Goal 6.1.1:* By the end of Permit Year 1, review the existing inventory of municipal operations, and update the inventory as necessary. The inventory should consider all municipal operations that are conducted in, on, or associated with facilities, buildings, golf courses, cemeteries, parks and open spaces owned or operated by the Town and that have the potential to cause or contribute to stormwater or surface water pollution.

*Measurable Goal 6.1.2:* By the end of Permit Year 2, evaluate the inventory that was updated in Measurable Goal 6.1.1 in relation to the existing written operation and maintenance (O&M) procedures. The Town will determine whether the existing O&M procedures sufficiently encompass all applicable municipal operations or need to be updated. A copy of any required O&M Plans will be maintained onsite at all applicable facilities.

*Measurable Goal 6.1.3:* By the end of Permit Year 3, develop and implement O&M procedures for any municipal operations that are not encompassed by the existing O&M procedures; a copy of any required O&M Plans will be maintained onsite at all applicable facilities. The O&M procedures will include maintenance schedules and inspection procedures to ensure long-term operation of structural and non-structural controls that reduce stormwater pollution to the maximum extent practicable. Refer to Part IV(H)(6.a.i) of the General Permit, for the topics that the O&M procedures are to address.



*Reporting:* The annual report will include a status update on the development and implementation of this BMP.

## **BMP 6.2      Municipal Employee Training**

*Responsible Party:* Jay Reynolds, Public Works Director

*Measurable Goal 6.2.1:* By end of Permit Year 2, identify training needs and materials.

*Measurable Goal 6.2.2:* During Permit Years 3-5, implement a municipal employee training program to reduce stormwater pollution potential from municipal operations. For suggested topics to be covered by the training program, refer to Part IV(H)(6.a.ii) of the General Permit.

*Reporting:* The annual report will include a list of the types of training presented, the number of staff who attended the training, and the length of the training as well as the effectiveness of the training.

## **BMP 6.3      Street Sweeping**

*Responsible Party:* Jay Reynolds, Public Works Director

*Measurable Goal 6.3.1:* In Permit Years 1-5, continue to sweep all publicly accepted paved streets and publicly owned paved parking lots maintained by the Town at least once per year as soon as possible after snowmelt.

*Reporting:* The annual report will include a status update on street sweeping.

## **BMP 6.4      Cleaning of Stormwater Structures including Catch Basins**

*Responsible Party:* Jay Reynolds, Public Works Director

*Measurable Goal 6.4.1:* In Permit Years 1-5, The Town will continue a program to evaluate and, if necessary, clean catch basins and other stormwater structures that

accumulate sediment at least once every other year and dispose of the removed sediment in accordance with current state law. The Town will clean catch basins more frequently, if inspections indicate excessive accumulation of sediment. Excessive accumulation is considered when the sump is equal to or more than 50 percent filled.

*Reporting:* The annual report will include a status update on the cleaning conducted.

#### **BMP 6.5 Maintain and Upgrade Stormwater Conveyances, Structures and Outfalls**

*Responsible Party:* Jay Reynolds, Public Works Director

*Measurable Goal 6.5.1:* In Permit Years 1-5, the Town will continue to maintain and upgrade the Town's MS4 as needed or as part of their capital improvement plan. The Town will also evaluate and implement a prioritized schedule, as necessary, for repairing or upgrading the Town's MS4.

*Reporting:* The annual report will include a status update on the maintenance and upgrading of stormwater conveyances, structures, and outfalls.

#### **BMP 6.6 Stormwater Pollution Prevention Plans (SWPPPs)**

*Responsible Party:* Jay Reynolds, Public Works Director

*Measurable Goal 6.6.1:* By the end of Permit Year 2, the Town will review its existing SWPPP for the Transfer Station/Public Works facility and update it, as necessary, to ensure that it meets the requirements of the April 26, 2011 Maine Multi-Section General Permit.

*Measurable Goal 6.6.2:* In Permit Years 1-5, the Town will continue to implement the SWPPP for the Transfer Station/Public Works facility.

*Reporting:* The annual report will include a status update on the implementation of the SWPPP(s).

## SECTION 4

### GENERAL REQUIREMENTS

#### SECTION 4.1      REQUIRED SIGNATURE

"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."

Signature:       Date: 11-5-13  
Nathan Poore

Title:   
Town Manager

#### SECTION 4.2      PLAN AVAILABILITY

This Plan will be signed and retained by the Town's chief elected official or principal executive officer for the duration of the permit period, and copies will be available and retained by municipal officials or employees responsible for implementation of the Plan. The Town will make a signed copy of the Plan available to the following, immediately upon request:

- a. The Commissioner of the Maine DEP;
- b. The operator of a regulated small MS4, in the case of that regulated small MS4 is adjacent to or interconnected with the Town's storm sewer system; and
- c. The public water supply company, in the case of a regulated small MS4 stormwater discharge to a water supply watershed.

**APPENDIX A**  
**Notice of Intent (NOI)**

# NOTICE OF INTENT TO COMPLY WITH MAINE GENERAL PERMIT FOR THE DISCHARGE OF STORMWATER FROM MUNICIPAL SEPARATE STORM SEWER SYSTEMS


PLEASE TYPE OR PRINT IN **BLACK INK ONLY**

<b>Municipality:</b>	Town of Falmouth	<b>Mailing Address:</b>	271 Falmouth Road		
<b>Town/City:</b>	Falmouth	<b>State:</b>	ME	<b>Zip Code:</b>	04105
<b>Name and title of chief elected official or principal executive officer:</b>	Nathan Poore, Town Manager	<b>Mailing Address:</b>	271 Falmouth Road		
<b>Town/City:</b>	Falmouth	<b>State:</b>	ME	<b>Zip Code:</b>	04105
<b>Name of primary contact person responsible for MS4 stormwater management program:</b>	Jay Reynolds	<b>Mailing Address:</b>	101 Woods Road		
<b>Town/City:</b>	Falmouth	<b>State:</b>	ME	<b>Zip Code:</b>	04105
<b>Daytime phone: (with area code)</b>	207-781-3919	<b>Email if available:</b>	jreynolds@town.falmouth.me.us		
<b>Estimate of the area in square miles of the Urbanized Area:</b>		<b>Permit Number(if applicable):</b>	MER041023		
<b>Name of stream(s), wetland(s) or waterbody(ies) to which the regulated Small MS4 discharges and a list of impaired waterbody(s) which receive stormwater from the Regulated Small MS4 (attach additional sheets as necessary):</b>		Casco Bay, Presumpscot River, Piscataqua River, Mill Creek, Norton Brook, Meader Brook.  No impaired waterbody(s).			

I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief. I understand that a false statement knowingly made in the submitted information may be punishable as a criminal offense, in accordance with Maine General Statutes.

I certify that this permit registration is on complete and accurate forms as prescribed by the Department without alteration of the text.

I also certify under penalty of law that I have read and understand all requirements of the General Permit. I certify that all requirements for authorization under the general permit are met and that a system is in place to ensure that all terms and conditions of this general permit will continue to be met for all discharges authorized by this general permit for the municipality. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowingly making false statements.

<b>Signature of chief elected official or principal executive officer:</b>		<b>Date:</b>	7/9/13
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This NOI registration form must be filed with the Department at the following address:  
 Stormwater Coordinator  
 Maine Department of Environmental Protection  
 Bureau of Land & Water Quality  
 17 State House Station  
 Augusta ME 04333-0017

OFFICE USE ONLY	Ck.#	Date	Staff	Staff	After Photos
NOI #	FP		Acc. Date	Def. Date	



