

Notice of Intent (NOI)

for Stormwater Discharges from Municipal
Separate Storm Sewer Systems (MS4) General
Permit 3-9014



Submission of this Notice of Intent (NOI) constitutes notice that the entity in Section A intends to be authorized to discharge pollutants to waters of the State under Vermont's Municipal Separate Storm Sewer Systems (MS4) permit. Submission of the NOI also constitutes notice that the party identified in Section A of this form has read, understands and meets the eligibility conditions; agrees to comply with all applicable terms and conditions; and understands that continued authorization under the MS4 General Permit is contingent on maintaining eligibility for coverage. In order to be granted coverage, all information required on this form and the Minimum Control Measure attachments must be completed and a complete Stormwater Management Program (SWMP) Plan must be submitted.

A. Permittee Information

Name of MS4: Town of Williston

Name of Principle Executive Officer (PEO) or Chief Elected Official (CEO): Lisa Sheltra Title: Assistant Public Works Director

Mailing Address:
Street/P.O. Box: 7900 Williston Road

City/Town: Williston State: Vermont Zip: 05495

Phone: (802) 878-1239 Email: lsheltra@willistontown.com

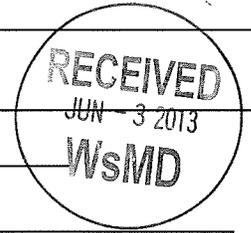
B. Primary contact responsible for overall coordination of SWMP, if different than PEO/CEO

Name: same

Mailing Address:
Street/P.O. Box: _____

City/Town: _____ State: _____ Zip: _____

Phone: _____ Email: _____



C. Partnering organization responsible for Minimum Control Measure implementation (if applicable)

If you are participating in the CCRPC MOU to implement MCM1 &/or MCM2 check here: MCM 1
Or, if you are relying on another entity to implement a MCM, please complete the following: MCM 2

Organization: _____ Contact: _____

Minimum Control Measure being implemented: _____

Mailing Address:
Street/P.O. Box: _____

City/Town: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Organization: _____ Contact: _____

Minimum Control Measure being implemented: _____

Mailing Address:
Street/P.O. Box: _____

City/Town: _____ State: _____ Zip: _____

Phone: _____ Email: _____

D. Municipal Separate Storm Sewer System (MS4) InformationEstimate of the square mileage served by the MS4: 31 square miles

Identify the names of all know waters that receive a discharge from the MS4:

Receiving water	# of outfalls	Impaired status	Nature of impairment
Allen Brook (6,898 ± acres)	68 ±	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Stormwater & E.Coli, Appendix 3 &4
Muddy Brook (2,696 ± acres)	86 ±	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Toxics, Nutrients & Temperature, Appendix 5
Winooski River (5,374 ± acres)	25 ±	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Lake Iroquois (1,143 ± acres)		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Sucker Brook (3,614 ± acres)		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Johnnie Brook (64 ± acres)		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Shelburne Pond (74 ± acres)		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

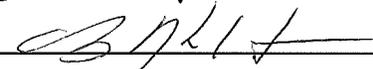
E. Stormwater Impaired Waters InformationDoes the MS4 discharge into a stormwater impaired water? Yes No

If yes, the MS4 must comply with all requirements listed in Part IV.C. of the permit, including the requirement to develop a Flow Restoration Plan (FRP) for the stormwater impaired water.

F. Certification

This NOI shall be signed by a principal executive officer, ranking elected official or other duly authorized employee consistent with 40 CFR §122.22(b) and certified as follows:

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 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.

Name: BRUCE K. HOAR Title: PW DIRECTORSignature:  Date: 5/31/13**Submit this Original form and the \$1320 fee to:**

MS4 Permit Coordinator
 VTDEC · Watershed Management Division
 Stormwater Management Program
 One National Life Drive
 Montpelier, Vermont 05620-3522

Instructions for Public Comment, Public Hearings, and Appeals

PUBLIC COMMENT

Public comments concerning this Notice of Intent to discharge under General Permit No 3-9014 and the accompanying Stormwater Management Plan (SWMP) are invited and must be submitted within 10 days of receipt of this Notice by the Municipal Clerk. Comments should address how the application complies or does not comply with the terms and conditions of General Permit No. 3-9014. A letter of interest should be filed by those persons who elect not to file comments but who wish to be notified if the comment period is extended or reopened for any reason. All written comments received within the time frame described above will be considered by the Department of Environmental Conservation in its final ruling to grant or deny authorization to discharge under General Permit No. 3-9014.

All submitted NOIs and SWMPs can be found on the Stormwater Program's website at:
http://www.vtwaterquality.org/stormwater/htm/sw_ms4.htm

Send written comments to: VT DEC, Watershed Management Division
Stormwater Management Program, MS4 Permit Coordinator
One National Life Drive
Montpelier, VT 05620-3522

PUBLIC HEARING REQUEST

During the notice period, any person may submit a written request to this office for a public hearing to consider the proposed permit authorization. The request must state the interest of the party filing such request and the reasons why a hearing is warranted. A hearing will be held if there is a significant public interest (including the filing of requests or petitions for such hearing) in holding such a hearing. If the Secretary determines that useful information and data may be obtained thereby, the Secretary may hold a public hearing any time prior to the issuance of the authorization. Notice of a public hearing will be circulated 30 days prior to the hearing. (40 C.F.R. § 124.12 and Vermont Water Pollution Control Permit Regulations, Chapter 13.3G)

APPEALS

Pursuant to 10 V.S.A. Chapter 220, any appeal of this decision must be filed with the clerk of the Environmental Court within 30 days of the date of the decision. The appellant must attach to the Notice of Appeal the entry fee of \$250.00, payable to the state of Vermont.

The Notice of Appeal must specify the parties taking the appeal and the statutory provision under which each party claims party status; must designate the act or decision appealed from; must name the Environmental Court; and must be signed by the appellant or their attorney. In addition, the appeal must give the address or location and description of the property, project or facility with which the appeal is concerned and the name of the applicant or any permit involved in the appeal.

The appellant must also serve a copy of the Notice of Appeal in accordance with Rule 5(b)(4)(B) of the Vermont Rules for Environmental Court Proceedings.

For further information, see the Vermont Rules for Environmental Court Proceedings, available on line at www.vermontjudiciary.org. The address for the Environmental Court is 2418 Airport Road, Suite 1, Barre, VT 05641 (Tel. # 802-828-1660)

A copy of General Permit No. 3-9014 may be obtained by calling (802) 490-6173; by visiting the Department at the above address between the hours of 7:45 am and 4:30 pm; or by downloading from the Watershed Management Division's Web site at www.vtwaterquality.org.

Attachment A: Selected Minimum Control Measures

BMP ID	Public Education	Responsible Dept. or Pers	Measurable Goal
1-1	Maintain SW website	Public Works Dept	A Google Analytics tracking mechanism has been installed on the web site that will document the number of visitors.
1-2,3,4	Participate in RSEP, other regional SW ed. strategy, or submit individual plan	Public Works Dept	The marketing firm hired by RSEP will provide a summary of educational information made available and its productivity to be included in the Town's annual reports.
1-5a	Develop or acquire informational brochures	N/A	
1-5b	Distribute SW brochures 2x in first year and 1x in subsequent years	N/A	
1-5c	Seek local news media to run at least 2 news or feature stories per year	N/A	
1-5d	For municipalities: Develop school materials and teacher trainings	N/A	
1-5e	For non-trationals: Develop public ed campaign for facility users	N/A	

Attachment A: Selected Minimum Control Measures

BMP ID	Public Participation	Responsible Dept. or Person	Measurable Goal
2-9	Participate in the Stream Team or other regional SW participation program, or submit individual plan	Public Works	The Winooski Natural Resource Conservation District (WNRCD) will provide CCST with quarterly reports and an annual report summarizing the number of attendees at the multiple activities scheduled throughout the previous year as well as a work plan for the upcoming year.
Implement a program that includes at least 3 of the following:			
2-1	Form a citizen SW advisory panel	N/A	
2-2	Establish or support a WQ monitoring program involving citizen volunteers	N/A	
2-3	Institute an on-going public workshop series on SW awareness	N/A	
2-4	Institute a continuing storm drain stenciling project	N/A	
2-5	Sponsor periodic community stream corridor clean-up days	N/A	
2-6	Establish and support a citizen "stormwater watch" group	N/A	
2-7	Create or support an "adopt-a-stream" program	N/A	
2-8	Undertake a program similar in content and scope to the above with permission of Secretary	N/A	

Attachment A: Selected Minimum Control Measures

BMP ID	t Discharge Detection & Elimination	Responsible Dept. or Pers	Measurable Goal
3-1	Develop and enforce a program to detect and eliminate illicit discharges	Public Works	Test results, data base, and outfall map will be submitted in the annual report.
3-2	Develop and maintain storm sewer GIS or AutoCAD map	Public Works	The existing map will continue to be updated for the annual reports.
3-3	Develop and enforce illicit discharge ordinance	Public Works	The Public Works Department will keep a list of any violations found and will report any possible issue in the annual report as discussed in BMP#1 above.
3-4	Develop and implement illicit discharge detection plan, focus on impaired waters and random dumping	Public Works	Any reported discharges and actions taken will be included in the Annual Report.
3-5	Inform public of illicit discharge and disposal hazards	Public Works	Reports provided through RSEP & CCST will be included in the annual reports. Any attendance to seminars, trainings and conferences by town employees will also be documented and submitted in the annual reports.
3-6	Address specific categories of illicit discharges, if necessary	Public Works	The Town will develop a process on how to prevent them from becoming a pollutant at that time. This SWMP will be amended to include any new procedures developed.
3-7	Prepare annual report of monitoring and corrective actions taken	Public Works	The Annual Reports will summarize all IDDE activities from the preceding year. Data bases, maps and test results will be provided every year.

Attachment A: Selected Minimum Control Measures

BMP ID	Construction Site Runoff Control	Responsible Dept. or Person	Measurable Goal
4-1	Develop and implement procedures to ensure MS4 construction activities are properly permitted	Public Works	A list of construction projects reviewed and or inspected will be submitted with the Annual Report.
4-2	Review existing MS4 regulations for effectiveness in managing construction-related E&S and consistency with state construction permit	Public Works	If amendments to policies and development standards occur, those amendments will be submitted in the Annual Report and this SWMP will be amended to incorporate them.
4-2a	Adopt E&S requirements that are at least as stringent as state requirements	Public Works	If amendments to policies and development standards occur, those amendments will be submitted in the Annual Report and this SWMP will be amended to incorporate them.
4-3	Develop and implement an erosion control ordinance that regulates development not subject to state permitting	Public Works	A list of construction projects reviewed and or inspected will be submitted with the Annual Report.

Attachment A: Selected Minimum Control Measures

BMP ID	Construction Runoff Control	Responsible Dept. or Pers	Measurable Goal
5-1	Review existing MS4 regulations for effectiveness in managing stormwater runoff and consistency with state operational permit	Public Works	A data base will be developed to monitor projects after construction, a final walk through prior to Town acceptance of any roads and infrastructure will ensure properly installed stormwater treatment facilities. We also require a sign off from the Design Engineer that everything is constructed in accordance to approved plans. Revised or newly created regulations will be submitted with the Annual Report once accepted by the Towns governing body. This SWMP will also be amended.
5-1a	Assess changes to regulations to support LID	Public Works	Public Works will create a list of projects that include any LID BMPs in the Annual Report.
5-1b	Assess changes to regulations to minimize impervious surface through street & parking lot design	Public Works	If any changes to the standard specifications or the bylaws are necessary to encourage more LID BMPs the Annual Report will include new language. Public Works will also begin a data base of LID projects in Town to monitor their effectiveness.
5-1c	Adopt requirements that are at least as stringent as state requirements	Public Works	A data base will be developed to monitor projects after construction, a final walk through prior to Town acceptance of any roads and infrastructure will ensure properly installed stormwater treatment facilities. We also require a sign off from the Design Engineer that everything is constructed in accordance to approved plans. Revised or newly created regulations will be submitted with the Annual Report once accepted by the Towns governing body. This SWMP will also be amended.
For development and redevelopment that disturbs ≥ 1 acre but is not subject to state permitting:			
5-2	Develop and implement procedures to identify the development	Public Works	Annual Reports will include a list of projects that must comply with this BMP. Any amended regulations will be submitted with the Annual report as they become accepted, once approved we will revise this SWMP.
5-3	Develop and implement an ordinance that regulates the development	Public Works	Annual Reports will include a list of projects that must comply with this BMP. Any amended regulations will be submitted with the Annual report as they become accepted, once approved we will revise this SWMP.
5-4	Develop and implement inspection procedures for the development	Public Works	Public Works will utilize the excel spread sheet developed by Planning and Zoning to document all permit applications. If there are any noted construction concerns Public Works will document them in the annual report identifying the concern and the resolution.
5-5	Develop and implement procedures to ensure MS4 development activities are properly permitted	Public Works	The Public Works Department keeps in house records of any outside trainings attended by all employees. Attendance of seminars, conferences and trainings will be submitted in the Annual Reports.

Attachment A: Selected Minimum Control Measures

BMP ID	Erosion Prevention & Good Housekeeping	Responsible Dept. or Pers	Measurable Goal
6-1	Describe operation and maintenance program for reducing pollutant runoff from MS4 operations, including, at a minimum:		
6-1a	New construction and land disturbance	Public Works	Attendance of seminars, conferences and trainings will be submitted in the Annual Reports.
6-1b	Maintenance of fleet and buildings, all municipal garages, parks, open space, construction and maintenance practices for gravel backroads, snow	Public Works	The results of the next MCAP will be submitted in the corresponding annual report with any necessary corrections made within the required 90 days of the report.
6-1c	Training, maintenance schedules, and inspection procedures for long term structural controls	Public Works	Annual inspections on Town Owned Stormwater systems and maintenance reports will be submitted with the Annual Report each year.
6-1d	For municipal facilities where fertilizers are applied, prohibit the use of fertilizers containing phosphorus (unless warranted by a soil test)	Public Works	The Public Works Standard Specifications clearly states that only Non-Phosphorus fertilizers shall be used in the Streets Section, 5
6-2	For Municipal garages, an MS4 may participate in ANR's Municipal Compliance Assistance Program	Public Works	The results of the next MCAP will be submitted in the corresponding annual report with any necessary corrections made within the required 90 days of the report.
6-3	Provide a list of all industrial facilities that the MS4 owns or operates that are subject to the MSGP	Public Works	If the Town does obtain any industrial properties in the future the required permits will be applied for at that time and a list will be provided in the next annual report.

Attachment B: Minimum Control Measure Implementation Timeframe

BMP ID	Permit Year One				Permit Year Two				Permit Year Three				Permit Year Four				Permit Year Five				Next Permit
	Summer 2013	Fall 2013	Winter 2013-14	Spring 2014	Summer 2013	Fall 2013	Winter 2013-14	Spring 2014	Summer 2013	Fall 2013	Winter 2013-14	Spring 2014	Summer 2013	Fall 2013	Winter 2013-14	Spring 2014	Summer 2013	Fall 2013	Winter 2013-14	Spring 2014	
Construction Site Runoff Control																					
4-1	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
4-2																X					
4-2a																X					
4-3																X					
Post-Construction Runoff Control																					
5-1																				X	
5-1a																				X	
5-1b																				X	
5-1c																				X	
5-2																				X	
5-3																				x	
5-4	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
5-5	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
Pollution Prevention and Good Housekeeping																					
6-1																					
6-1a	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
6-1b	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
6-1c				X				X				X				X				X	
6-1d	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
6-2																					x
6-3				X				X				X				X				X	