7048-9014

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JUL 15 2013
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Notice of Intent (NOI)

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

VERMONT
ENVIRONMENTAL CONSERVATION

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 SHELBURNE

Name of Principle Executive Officer (PEO) or Chief Elected Official (CEO): PAUL W. BOHNE II

Title: TOWN MANAGER

Mailing Address:
Street/P.O. Box: P.O. BOX 88

City/Town: SHELBURNE State: VT. Zip: 05482

Phone: (802) 985-5111 Email: pbohne@shelburnevt.org

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

Name:

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 ☒ MCM 2

Or, if you are relying on another entity to implement a MCM, please complete the following:

Organization: CCRPC Contact: DAN ALBRECHT

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) Information

Estimate of the square mileage served by the MS4: 22.3

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

Receiving water	# of outfalls	Impaired status	Nature of impairment
MONROE BROOK	10	☒ Yes ☐ No	STORMWATER
McCABES BROOK	1	☐ Yes ☒ No	
LaPLATTE RIVER	6	☐ Yes ☒ No	
LAKE CHAMPLAIN	5	☐ Yes ☒ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	

E. Stormwater Impaired Waters Information

Does 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: David W. Rhine III Title: TOWN MANAGER

Signature: David W. Rhine III Date: 7/11/13

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

Attachment A: Selected Minimum Control Measures

BMP ID	Public Education	Responsible Dept. or Person	Measurable Goal
1-1	Maintain SW website	Town Manager	The Town website will be updated at least once per year and will contain stormwater information as well as the Town ordinance,
1-2,3,4	Participate in RSEP, other regional SW ed. strategy, or submit individual plan	Town Manager	Continue to be a part of the RSEP
1-5a	Develop or acquire informational brochures	RSEP	N/A
1-5b	Distribute SW brochures 2x in first year and 1x in subsequent years	RSEP	N/A
1-5c	Seek local news media to run at least 2 news or feature stories per year	RSEP	N/A
1-5d	For municipalities: Develop school materials and teacher trainings	RSEP	N/A
1-5e	For non-traditional: Develop public end campaign for facility users	N/A	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	RSEP	
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	Dean Pierce	Support monitoring of the Monroe Brook by the Lewis Creek Association and the Winooski Natural Resources Conservation District.
2-3	Institute an on-going public workshop series on SW awareness	N/A	
2-4	Institute a continuing storm drain stenciling project	Highway Department	All storm drains have attached markers that will be monitored annually to replace any dislodged.
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	Town Manager	
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	Illicit Discharge Detection & Elimination	Responsible Dept. or Person	Measurable Goal
3-1	Develop and enforce a program to detect and eliminate illicit discharges	Highway Department	The Town has inspected all outfalls and investigated potential illicit discharges. The Town will follow up annually on those potential sites and inspect all other outfalls.
3-2	Develop and maintain storm sewer GIS or AutoCAD map	Town Manager	The Town will maintain and update the storm water facilities map developed by the CCRPC.
3-3	Develop and enforce illicit discharge ordinance	Town Manager	The Town has adopted a Stormwater Ordinance that is available on the Town website
3-4	Develop and implement illicit discharge detection plan, focus on impaired waters and random dumping	Highway Department	Through formal annual inspections, employee awareness and citizen reporting, the Town will flow up on suspected discharges and enforce when necessary
3-5	Inform public of illicit discharge and disposal hazards	Town Manager	Annual distribution of IDDE educational Materials to the Business community with the goal of improving overall water quality.
3-6	Address specific categories of illicit discharges, if necessary	Highway Department	Use existing program to continue to improve overall water quality.
3-7	Prepare annual report of monitoring and corrective actions taken	Town Manager	Use existing program to continue to improve overall water quality.

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	Planning and Zoning Department and Town Manager	Use existing program to continue to improve overall water quality.
4-2	Review existing MS4 regulations for effectiveness in managing construction-related E&S and consistency with state construction permit	Planning and Zoning Department and Town Manager	Use existing program to continue to improve overall water quality.
4-2a	Adopt E&S requirements that are at least as stringent as state requirements	Planning and Zoning Department and Town Manager	Use existing program to continue to improve overall water quality.
4-3	Develop and implement an erosion control ordinance that regulates development not subject to state permitting	Planning and Zoning Department and Town Manager	Use existing program to continue to improve overall water quality.

Attachment A: Selected Minimum Control Measures

BMP ID	Post Construction Runoff Control	Responsible Dept. or Person	Measurable Goal
5-1	Review existing MS4 regulations for effectiveness in managing stormwater runoff and consistency with state operational permit	Planning and Zoning Department and Town Manager	Review and enforce bylaws and ordinances with the goals of improving water quality, ground water recharge, stream bank stabilization and flood control.
5-1a	Assess changes to regulations to support LID	Planning and Zoning Department and Town Manager	Review and enforce bylaws and ordinances with the goals of improving water quality, ground water recharge, stream bank stabilization and flood control.
5-1b	Assess changes to regulations to minimize impervious surface through street & parking lot design	Planning and Zoning Department and Town Manager	Review and enforce bylaws and ordinances with the goals of improving water quality, ground water recharge, stream bank stabilization and flood control.
5-1c	Adopt requirements that are at least as stringent as state requirements	Planning and Zoning Department and Town Manager	Review and enforce bylaws and ordinances with the goals of improving water quality, ground water recharge, stream bank stabilization and flood control.
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	Planning and Zoning Department and Town Manager	Review and enforce bylaws and ordinances with the goals of improving water quality, ground water recharge, stream bank stabilization and flood control.
5-3	Develop and implement an ordinance that regulates the development	Planning and Zoning Department and Town Manager	Review and enforce bylaws and ordinances with the goals of improving water quality, ground water recharge, stream bank stabilization and flood control.
5-4	Develop and implement inspection procedures for the development	Planning and Zoning Department and Town Manager	Review and enforce bylaws and ordinances with the goals of improving water quality, ground water recharge, stream bank stabilization and flood control.
5-5	Develop and implement procedures to ensure MS4 development activities are properly permitted	Planning and Zoning Department and Town Manager	Review and enforce bylaws and ordinances with the goals of improving water quality, ground water recharge, stream bank stabilization and flood control.

Attachment A: Selected Minimum Control Measures

BMP ID	Pollution Prevention & Good Housekeeping	Responsible Dept. or Person	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	Highway and Planning and Zoning Departments	Employees are trained in storm water management and best practices with the goal to achieve improving water quality
6-1b	Maintenance of fleet and buildings, all municipal garages, parks, open space, construction and maintenance practices for gravel back roads, snow disposal and stormwater systems	Highway and Maintenance Departments	Continue programs controlling use of maintenance materials and procedures with a goal of achieving improved water quality.
6-1c	Training, maintenance schedules, and inspection procedures for long term structural controls	Highway Department	Highway Department employees will continue training and will implement appropriate inspection and maintenance schedules wit the goal of improving water quality.
6-1d	For municipal facilities where fertilizers are applied, prohibit the use o fertilizers containing phosphorus (unless warranted by a soil test)	Maintenance Department	The maintenance Department will continue to use best practices, including soil tests to maintain turf and plants with the goal of improving water quality.
6-2	For Municipal garages, an MS4 may participate in ANR's Municipal Compliance Assistance Program	Highway Department	The Town will access assistance when necessary to remain in compliance with the goal of improving water quality.
6-3	Provide a list of all industrial facilities that the MS4 owns or operates that are subject to the MSGP	Highway Department	The Highway Department uses best practices including contained vehicle washing with the goal of improving water quality

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
	Spring 2013	Summer 2013	Fall 2013	Winter 2013-2014	Spring 2014	Summer 2014	Fall 2014	Winter 2014-2015	Spring 2015	Summer 2015	Fall 2015	Winter 2015-2016	Spring 2016	Summer 2016	Fall 2016	Winter 2016-2017	Spring 2017	Summer 2017	Fall 2017	Winter 2017	
Public Education																					
1-1																					
1-2,3,4																					
1-5a																					
1-5b																					
1-5c																					
1-5d																					
1-5e																					
Public Participation																					
2-9																					
2-1																					
2-2																					
2-3																					
2-4																					
2-5																					
2-6																					
2-7																					
2-8																					
Illicit Dishare Detection & Elimination																					
3-1																					
3-2																					
3-3																					
3-4																					
3-5																					
3-6																					
3-7																					

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
	Spring 2013	Summer 2013	Fall 2013	Winter 2013-2014	Spring 2014	Summer 2014	Fall 2014	Winter 2014-2015	Spring 2015	Summer 2015	Fall 2015	Winter 2015-2016	Spring 2016	Summer 2016	Fall 2016	Winter 2016-2017	Spring 2017	Summer 2017	Fall 2017	Winter 2017	
Construction Site Runoff Control																					
4-1																					
4-2																					
4-2a																					
4-3																					
Post-Construction Runoff Control																					
5-1																					
5-1a																					
5-1b																					
5-1c																					
5-2																					
5-3																					
5-4																					
5-5																					
Pollution Prevention and Good Housekeeping																					
6-1																					
6-1a																					
6-1b																					
6-1c																					
6-1d																					
6-2																					
6-3																					