

**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: St Albans Town

Name of Principle Executive Officer (PEO) or Chief Elected Official (CEO): Carrie Johnson Title: Town Manager

Mailing Address:  
Street/P.O. Box: Po Box 37

City/Town: St Albans State: VT Zip: 05481

Phone: 802.524.2415 Email: SATownmanager@cmcast.net

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

Name: Maren Hill, Planner

Mailing Address:  
Street/P.O. Box: Po Box 37

City/Town: St Albans State: VT Zip: 05481

Phone: 802.524.2415 Email: SATplanner@cmcast.net

**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: Northwest Regional Planning Contact: Catherine Dimitruck

Minimum Control Measure being implemented: 1 + 2

Mailing Address:  
Street/P.O. Box: 155 Lake Street

City/Town: St Albans State: VT Zip: 05478

Phone: 802.524.5958 Email: CDimitruck@NRPCVT.com

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: 4.42 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
Stevens Brook	24	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Nonsupport of aquatic life due to excessive storm water
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Rugg Brook	60	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	non support of aquatic life due to excessive storm water
		<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	
		<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 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: CARRIE JOHNSON Title: Town Manager

Signature: Carrie Johnson Date: 9/3/13

Submit this **Original** form and the ~~\$1320~~ fee to: 1200

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](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](http://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](http://www.vtwaterquality.org).

Attachment A: Selected Minimum Control Measures - Town of St. Albans

BMP ID	Public Education	Responsible Dept. or Person	Measurable Goal
1-1	Create and Maintain SW website	RSEP	RSEP shall create a Franklin County regional stormwater website
1-2,3,4	Participate in RSEP, with City of St. Albans	RSEP	Franklin County Stormwater Education Program (FC RSEP)
1-5a	Develop or acquire informational brochures	RSEP	Develop brochures once the RSEP MOU is executed
1-5b	Distribute SW brochures 2x in first year and 1x in subsequent years	RSEP	Distribute materials in both municipalities
1-5c	Seek local news media to run at least 2 news or feature stories per year	RSEP	RSEP shall contact the Messenger and coordinate public outreach
1-5d	For municipalities: Develop education materials and conduct meeting(s) with teachers	RSEP	RSEP to hold meeting(s) with teachers annually

Attachment A: Selected Minimum Control Measures - Town of St. Albans

BMP ID	Public Participation	Responsible Dept. or Person	Measurable Goal
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	RSEP	RSEP will develop and hold workshops/ informatinal meetings.
2-4	Institute an inventory storm drain project	Dept. of Public Works	Town to update their inventory on storm drains
2-5	Sponsor periodic community stream corridor clean-up days	RSEP	RSEP will work to coordinate this annual event
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	
2.9	Participate in a stream team or other regional program	RSEP	Town work with Northwest Regional Planning to form an RSEP

Attachment A: Selected Minimum Control Measures - Town of St. Albans

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	DPW and Town Planner	The state is doing a study to map all IDDE outfalls and the Town will develop a program to detect and eliminate illicit discharges.
3-2	Develop and maintain storm sewer GIS	DPW	We will continue to update our existing map as new infrastructure is installed.
3-3	Develop, adopt and enforce illicit discharge detection ordinance (IDDE)	DPW and Town Planner	We will develop, adopt and enforce an illicit discharge ordinance 2 years after SWMP is approved
3-4	Develop and implement illicit discharge detection plan, focus on impaired waters and random dumping	DPW and Town Planner	We will develop an illicit discharge detection plan once the IDDE ordinance is adopted
3-5	Inform public of illicit discharge and disposal hazards	DPW, Town Planner, City of St. Albans and FCRPC	We are working with the Franklin County Regional Planning Commission to develop an informational public outreach program.
3-6	Address specific categories of illicit discharges, if necessary	DPW	We will address this issue as needed
3-7	Prepare annual report of monitoring and corrective actions taken	DPW and Town Planner	We will prepare annual reports as necessary

Attachment A: Selected Minimum Control Measures - Town of St. Albans

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	DPW, Town Planner and Zoning Administrator	We will work to develop procedures to ensure proper permitting
4-2	Review existing regulations for effectiveness in managing construction-related E&S and consistency with state construction permit	DPW, Town Planner and Zoning Administrator	We will review MS-4 regulations as part of the bylaw update.
4-2a	Develop and implement an Erosion & Sediment (E & S) ordinance that regulates development subject to state permitting	DPW, Town Planner and Zoning Administrator	We will develop and adoptan E&S ordinance that meet state requirements
4-3	Develop and implement an erosion control ordinance that regulates development <b>not</b> subject to state permitting	DPW, Town Planner and Zoning Administrator	We will develop and adopt E & S requirements for development not subject to state permitting, that meets state requirements in one comprehensive E & S policy.

Attachment A: Selected Minimum Control Measures - Town of St. Albans

BMP ID	Post Construction Runoff Control	Responsible Dept. or Person	Measurable Goal
5-1	Review existing regulations for effectiveness in managing stormwater runoff and consistency with state operational permit	DPW and Town Planner	We will update Town regulations as needed striving to improve water quality and reduce flow
5-1a	Assess changes to regulations to support low impact development (LID)	Regional Planning, Town Planner	Northwest Regional Planning will evaluate Town regulations, and create a document that describes how well existing regulations address stormwater and green infrastructure
5-1b	Assess changes to regulations to minimize impervious surface through street & parking lot design	Regional Planning, Town Planner	This will be evaluated as part of the NWRPC LID study.
5-1c	Adopt requirements that are at least as stringent as State Requirements	DPW/ Planner/ Zoning Admin	Town will develop post construction regulations that meet state standards
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 that disturbs > 1 acre	DPW, Town Planner and Zoning administrator	We will develop procedures to identify the development as part of our comprehensive bylaw update
5-3	Review all regulations for post construction run off.	DPW, Town Planner and Zoning administrator	We will evaluate all town regulations, and revise as needed to minimize post construction run off.
5-4	Develop and implement inspection procedures for the development to minimize post construction runoff.	DPW, Town Planner and Zoning administrator	We will develop and implement inspection procedure for development
5-5	Develop and implement procedures to ensure MS4 development activities are properly permitted	DPW, Town Planner and Zoning administrator	We will develop and implement procedures to ensure MS4 development activities are properly permitted

Attachment A: Selected Minimum Control Measures - Town of St. Albans

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	DPW and Town Planner	The Town will document its operations and maintenance program which currently aims to reduce pollutant runoff
6-1b	Maintenance of fleet and buildings, all municipal garages, parks, open space, construction and maintenance practices for gravel backroads, snow disposal and stormwater systems	DPW and Town Planner	The Town will develop an operations and maintenance program for reducing pollutant runoff from any land disturbances
6-1c	Training, maintenance schedules, and inspection procedures for long term structural controls	DPW and Town Planner	The Town will document its training and inspection program.
6-1d	For municipal facilities where fertilizers are applied, prohibit the use of fertilizers containing phosphorus (unless warranted by a soil test)	DPW and Town Planner	The Town will document its operations and maintenance program that includes the current practice of using no fertilizer.
6-2	For Municipal garages, an MS4 may participate in ANR's Municipal Compliance Assistance Program	DPW and Town Planner	Town owns no facilities in MS4 impaired area, and will look at ANR's Municipal Compliance Assistance Program and decide if we would like to participate.
6-3	Provide a list of all industrial facilities that the MS4 owns or operates that are subject to the MSGP	DPW and Town Planner	The Town does not own any industrial facilities

Attachment B: Minimum Control Measure Implementation Timeframe  
Town of St. Albans

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	
<b>Public Education</b>																					
1-1			X	→																	
1-2,3,4			X	→																	
1-5a				X	→																
1-5b				X	→																
1-5c			X	→																	
1-5d					X	→															
1-5e																					
<b>Public Participation</b>																					
2-9		X	→																		
2-1																					
2-2																					
2-3						X	→														
2-4				X	→																
2-5					X			X					X			X					
2-6																					
2-7																					
2-8																					
<b>Illicit Dishare Detection &amp; Elimination</b>																					
3-1		X	→																		
3-2			X	→																	
3-3				X	→					X											
3-4										X	→										
3-5		X	→																		
3-6																					
3-7																					

Attachment B: Minimum Control Measure Implementation Timeframe  
Town of St. Albans

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	
<b>Construction Site Runoff Control</b>																					
4-1					X																
4-2	X																				
4-2a					X																
4-3					X																
<b>Post-Construction Runoff Control</b>																					
5-1	X																				
5-1a		X																			
5-1b				X																	
5-1c				X																	
5-2	X																				
5-3			X																		
5-4					X																
5-5			X																		
<b>Pollution Prevention and Good Housekeeping</b>																					
6-1				X																	
6-1a				X																	
6-1b				X																	
6-1c				X																	
6-1d				X																	
6-2																					
6-3																					