

Summary of Permit Requirements and Required Schedules for the

Draft General Permit for Residually Designated Discharges in Milford, Bellingham, and Franklin, Massachusetts

Disclaimer: This summary of permit requirements and timelines is provided as guidance only. This guidance has no regulatory significance and does not represent a comprehensive description of all permit requirements. The permittee should consult the permit for a precise statement of its requirements. The absence or phrasing of any permit term in this outline shall not affect the actual terms and conditions of the permit nor excuse strict compliance with it.

Activity/Requirement	Required Schedule	Section in Permit
Submit a Notice of Intent (NOI) to EPA Region 1		
For existing Designated Discharges	Within 180 days of the effective date of the permit	Part I and Appendix A Part III.A
For Designated Discharges that come into existence after the effective date of the permit	Within 180 days of the effective date of the permit or within sixty days after the project for the creation of impervious surfaces commences, whichever later occurs.	Part I and Appendix A Part III.B
For any operator who is requested by EPA to submit a NOI	Within ninety days of receiving request by EPA.	Part I and Appendix A Part III.C
Storm Water Management Program and Plan		
Begin implementation of a storm water management program that includes all elements of the Baseline Performance Standards	Within thirty (30) days of receipt of authorization to discharge and continuing thereafter.	Part I Section III
Develop a written Storm water Management Plan ("SMP") that documents detailed standard operating procedures, assignments of tasks to members of the Storm water Management Team, and schedules for implementing each of the actions of the storm water management program.	Within thirty days of receipt of authorization to discharge	Part I Section III
Certify to EPA, consistent with Section IX of the permit, that the permittee has developed and commenced implementation of a complete SMP.		Part I Section III
Baseline Performance Standards		
Storm Water Management Team		
Establish a Storm water Management Team to implement the SMP on a day-to-day basis.	Within thirty days of receipt of authorization to discharge from EPA	Part I Section III.A
Provide training for all members of the Storm water Management Team to assure that they are familiar with the day-to-day activities at the DD Site, all aspects of the storm water management program, and the terms and conditions of the permit.	Annually	Part I Section III.A

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Sweeping Program		
Sweep all paved surfaces at the DD Site to remove sand, litter, and other pollutants and properly dispose of sweepings in accordance with MassDEP's street sweepings policy.	At a minimum, sweep at least twice a year, once after leaf fall during the months of November or December and once after snow melt during the month of April or May.	Part I Section III.B
Management of Snow and Deicing Chemicals.		
At a minimum, designate areas for snow disposal in accordance with the MassDEP Bureau of Resource Protection's Snow Disposal Guidance and properly store deicing materials in accordance with the DEP Bureau of Resource Protection's Guidelines on Deicing Chemical Storage.	Within thirty days of receipt of authorization to discharge and continuing thereafter	Part I Section III.C
Management of Waste and Hazardous Materials		
Inspect the DD Site for waste, trash and debris and the properly disposal of any waste, trash and debris discovered as a result of these inspections.	At a minimum, weekly	Part I Section III.D
Implement measures to prevent storm water from coming into contact with pet waste, waste from water fowl, and seepage.	Within thirty days of receipt of authorization to discharge and continuing thereafter	Part I Section III.D
Stabilization of Exposed Soil Areas		
Implement an erosion control program to identify and repair erosion adjacent to parking lots, access roads, and driveways	Within thirty days of receipt of authorization to discharge and continuing thereafter	Part I Section III.E
Examine the shoulders, embankments, ditches, and soils adjacent to the parking lots, access roads, and driveways for signs of erosion and make any repairs necessary to maintain their stability and prevent sediment loss.	At a minimum, monthly	Part I Section III.E

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Proper Management of Landscaped Areas		
Assure proper storage, use, and disposal of fertilizers, pesticides, and herbicides; the proper management of vegetative waste, grass clippings, and leaf litter; and where appropriate, the planting of native vegetation.	Within thirty days of receipt of authorization to discharge and continuing thereafter	Part I Section III.F(1)
Reduce or eliminate the use of fertilizers containing phosphorus on turf (with some exceptions)	Within thirty days of receipt of authorization to discharge and continuing thereafter	Part I Section III.F(1)
Remove from impervious surfaces all grass clippings and materials containing organic matter (e.g., mulch, soils, and compost).	At a minimum, following all landscaping activities.	Part I Section III.F(2)
Remove from impervious surfaces any leaf litter	Following leaf fall	Part I Section III.F(2)
Dispose of all wastes generated from landscaping activities and removed from impervious surfaces in a manner that avoids the discharge of nutrients from the DD Site or adjacent areas.	On a weekly basis	Part I Section III.F(2)
Pollution Prevention and Source Control Measures		
Execute source control and pollution prevention measures on those portions of the DD Site that are devoted to non-residential users (including development of a Spill Plan).	Within thirty days of receipt of authorization to discharge and continuing thereafter	Part I Section III.G
Measures to document the existence and condition...		
Develop and include in SMP measures to document the existence and condition of storm sewer system components, open channels, drainage systems, and structural BMPs located on the DD Site (including inventory of components, site plan, condition assessment, and O&M plan)	Within thirty days of receipt of authorization to discharge and continuing thereafter	Part I Section III.H
Integration of Storm water Controls Required by Other NPDES Permits		
Integrate into SMP and conduct any storm water management measures required by any other NPDES permits for the DD Site.	Within thirty days of receipt of authorization to discharge and continuing thereafter	Part I Section III.I
Logbook		
Develop and maintain a logbook that documents all actions taken to implement the storm water management program.	Within thirty days of receipt of authorization to discharge and continuing thereafter	Part I Section III.J

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Illicit Discharge Detection and Elimination (IDDE) Program.		
Execute an IDDE Program consistent with requirements of Appendix F	Within thirty days of receipt of authorization to discharge and continuing thereafter	Part I Section III.K
Documentation of Compliance with National Historic Preservation Act		
Document that permit-related activities are consistent with the National Historic Preservation Act and maintain documentation as part of SMP	Within thirty days of receipt of authorization to discharge and continuing thereafter	Part I Section III.L
Phosphorus Reduction Requirement		
Preliminary Phosphorus Reduction Plan or meet Once Inch Storm Water Control Provision		
Develop a Preliminary Phosphorus Reduction Plan consistent with Appendix D	On or before the second anniversary of receipt of authorization to discharge under the permit	Part I Section IV.B.(1)(a) and Appendix D Part II
Conduct Site Suitability Analysis, including:		
development of a DD Site Map		
development of a DD Site Inventory Report		
an Initial Analysis of Enhanced Non-Structural BMPs		Appendix D Part II.A
Initial Analysis of Structural Storm Water BMPs	On or before the second anniversary of receipt of authorization to discharge under the permit	
Estimate of Phosphorus Reduction		Appendix D Part II.B
Develop of Election of Compliance Mode (a statement of intent describing how the permittee intends to achieve the required DD Site Phosphorus Load Reduction and to what extent it will rely on enhanced non-structural BMPs, structural BMPs and participation in a CMPP or any combination of them).		
Submit the Preliminary Phosphorus Reduction Plan to the municipality in which the DD Site is located, or if the municipality in which the DD Site is located does not have, nor has plans to develop, a CMPP, to any other municipality that discharges to the Charles River at a location upstream of the DD Site in whose CMPP the permittee has an interest in participating;	On or before the second anniversary of receipt of authorization to discharge under the permit	Part I Section IV.B.(1)(a) and Appendix D Part II
Certify to EPA, consistent with Section IX of the permit, that a Preliminary Phosphorus Reduction Plan consistent with Appendix D has been developed and that it has submitted it to the appropriate municipalities.	On or before the second anniversary of receipt of authorization to discharge under the permit	Part I Section IV.B.(1)(a) and Appendix D Part II

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If choosing to satisfy the requirements of the One Inch Storm Water Control Provision (in lieu of submitting a Site Suitability Analysis and Election of Compliance Mode)	On or before the second anniversary of receipt of authorization to discharge under the permit	Part I Section IV.B(1)(a)
Design and construct, consistent with the Massachusetts Storm Water Handbook, structural BMPs sufficient to capture and not discharge one inch of rainfall for the entire impervious area of the Site		Appendix D Part II.C(1)
Certify to EPA, consistent with Section IX of the permit, that the BMPs have been designed and constructed to satisfy the one inch storm water control standard (including documentation supporting certification).		Appendix D Part II.C(2)
Submit one inch storm water control certification and all supporting documentation to the municipality in which the DD Site is located.		Part I Section IV.B(1)(a) and Appendix D Part II.C(3)
Satisfy the requirements of Appendix F relating to illicit discharge detection and elimination and submit a certification to EPA, consistent with Section IX of the permit, that it has satisfied the requirements of Appendix F		Part I Section IV.B(1)(b) and Appendix D Part II.C(4)
Final Phosphorus Reduction Plan		
Develop a Final Phosphorus Reduction Plan consistent with Appendix D.	On or before the third anniversary of receipt of authorization to discharge under the permit	Part I Section IV.B(2)
Submit the Plan to the municipality in which the DD Site is located, and, if the municipality in which the DD Site is located does not have, nor has an intention to develop, a CMPP, to any other municipality that discharges to the Charles River at a location upstream of the DD Site in whose CMPP the permittee has an interest in participating.		
Certify to EPA, consistent with Section IX of the permit, that a Final Phosphorus Reduction Plan consistent with Appendix D has been developed and that it has submitted it to the appropriate municipalities.		

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If relying upon structural BMPs to satisfy some or all of the Phosphorus Reduction Requirements under the permit: through a Storm Water Professional develop all design plans and construction specifications for each structural BMP identified in the Final Phosphorus Reduction Plan		Part I Section IV.B(3)
obtain all local, state and federal permits needed to implement the Final Phosphorus Reduction Plan and needed to construct on-site structural BMPs according to the design plans and construction specifications developed.	On or before the fourth anniversary of receipt of authorization to discharge under the permit	Part I Section IV.B(4)
construct and operate the BMPs in accordance with the applicable provisions of DEP's Storm Water Management Standards and all other applicable DEP policies and guidelines (see permit for details).	On or before the fifth anniversary of receiving authorization to discharge under the permit	Part I Section IV.B(5)
If relying on participation in a CMPP to satisfy some or all of the Phosphorus Reduction Requirement under the permit: commence participation in a CMPP.	On or before the fifth anniversary of the date of authorization to discharge under the permit	Part I Section IV.B(6), Appendix D, Section III.B
If DD site is created after the effective date of the permit: meet all requirements of Section III, the requirements of Section IV of the permit (without respect to the timeframes contained therein) and the requirements of Appendix D.	no later than by the commencement of any storm water discharge	Part I Section IV.B(7)
meet all other requirements of the permit	Thereafter as if the Site were in existence on the effective date of the permit.	
Operation and Maintenance of Structural and Non Structural Best Management Practices (BMPs)		
Assure that all structural and non-structural BMPs (including equipment such as street sweepers) constructed, used, or implemented to satisfy the conditions of the permit, including the baseline performance standards of Section III, are operated and maintained as required by the permit	Throughout the permit term	Part I Section IV.C(1)
Maintain a O&M Plan that includes all O&M procedures required by the permit.		Part I Section IV.C(2)

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Activity/Requirement	Required Schedule	Section in Permit
Annual Certification of Compliance		
For all permittees:		
Submit an Annual Certification of Compliance to EPA that covers the compliance-related activities during the preceding calendar year, and includes information required by the permit.	Each year, by February 15	Part I Section V.A
For DD Sites that come into existence after the effective date of the permit:		
Submit the information identified in Section V(B) 1-2 to EPA (Certify that the storm water originating at the DD Site is being managed in accordance with the permit, the SMP, and the Final Phosphorus Reduction Plan, and certify that all requirements of the permit to which it the discharge is subject (specifically identify the requirements) have been satisfied).	At or prior to commencement of the discharge	Part I Section V.C
Submit the information identified in Section IV(B) 3-8 to EPA	With the first Annual Certification of Compliance (by February 15)	Part I Section V.C
Water Quality Based Effluent Limitations		
Address how the discharge of pollutants (other than phosphorus or bacteria) from the DD Site will be controlled such that it does not cause or contribute to any impairment of the Charles River.	Address in SMP (within 30 days of receipt of authorization to discharge), Final Phosphorus Reduction Plan (on or before 3rd anniversary of receipt of authorization to discharge under permit) and each Annual Certification of Compliance (February 15 each year)	Part I Section XI.A(2)
Assess the potential for discharges from the DD Site to the Charles River to contribute the pollutant(s) of concern other than bacteria and phosphorus;		
Identify structural or non-structural BMPs in addition to those already required by Sections III and IV of the permit to assure that discharges do not cause or contribute to the impairment; and		
Implement the identified additional BMPs and include a description of the appropriateness of each BMP in each Annual Certification of Compliance.		

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If at any time the permittee becomes aware or EPA determines that a designated discharge causes or contributes to an exceedance of applicable water quality standards:		
Eliminate the conditions causing or contributing to the exceedance of water quality standards or take other corrective actions to assure that the discharge does not cause or contribute to an exceedance and document the measures taken.	within 60 days of becoming aware of the situation	Part I Section XI.A(3)
Submit a certified copy of that certification document to EPA	in the next Annual Certification of Compliance.	
If at any time the permittee becomes aware that its discharge is not consistent with the assumptions and requirements of the wastewater allocation of the pathogen or phosphorus TMDLs:		
Evaluate the discharge	Any time the permittee becomes aware that its discharge is not consistent with the assumptions and requirements of the wastewater allocation of the pathogen or phosphorus TMDLs, throughout the permit term.	Part I Section XI.A(4 - 5)
Identify additional or modified BMPs to assure that discharges are consistent with the assumptions and requirements of the wastewater allocation		
Implement such BMPs		
Report on the status of each and explain how the discharge of phosphorus will be controlled such that it is consistent with the assumptions and requirements of the wastewater allocation	in the next Annual Certification of Compliance	
Address increased discharges of pollutants for which the Charles River is Impaired (see permit for details)	Any time there is an increased discharge, throughout the permit term.	Part I Section XI.B
Address new discharges of storm water containing pollutants other than phosphorus and bacteria	Any time there is a new discharge, throughout the permit term	Part I Section XI.C(2)
Address new discharges of storm water containing phosphorus and/or bacteria	Any time there is a new discharge, throughout the permit term	Part I Section XI.C(3)
Notify EPA and MassDEP of a new or increased discharge (including a description of the discharge and documentation demonstrating the discharge will satisfy the anti-degradation provisions of the state water quality standards).	A minimum of sixty (60) days prior to commencement of the new or increased discharge.	Part I Section XI.D

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Illicit Discharge Detection and Elimination Program		
Conduct an Illicit Discharge Assessment of the Site for the presence of and potential for illicit discharges to receiving waters or conveyance systems, including:		Appendix F Part C
Catchment Delineation and Mapping		Appendix F Part C.1
Field Assessment		Appendix F Part C.2
Sanitary and Process Wastewater Plumbing Verification		Appendix F Part C.2.a
Dry weather Drainage Infrastructure Inspections		Appendix F Part C.2.b
Submit to EPA a certification consistent with Section IX of the permit that the assessment required by Appendix F of all catchments on the DD Site for the presence of, or potential for, illicit discharges has been completed.	No later than 90 days after receipt of authorization to discharge under the permit	Appendix F Part C.2.c
Include the findings from the Illicit Discharge Assessment for each catchment	Include in the <u>first</u> Annual Certification of Compliance (February 15)	Appendix F Part C.2.c
Documentation of all illicit discharge detection and elimination activities completed during the reporting period		Appendix F Part D.1
For any illicit discharges identified or eliminated during the reporting period, document the following:		
location of the discharge;	Include in Annual Certification of Compliance (each year, by February 15)	Appendix F Part D.2
a description of the discharge;		
the method of discovery;		
date of discovery;		
date of elimination; and		
estimate of the volume of flow removed.		