

# **Stormwater Management Program (SWMP)**

**Town of Dracut**

**62 Arlington St. Dracut, MA 01826**

**EPA NPDES Permit Number MAR041194**

## Certification

“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, 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.”

Printed Name: Tina Rivard

Signature:

A handwritten signature in black ink, appearing to read "Tina Rivard".

Date: 6/30/23

## Background

### Stormwater Regulation

The Stormwater Phase II Final Rule was promulgated in 1999 and was the next step after the 1987 Phase I Rule in EPA's effort to preserve, protect, and improve the Nation's water resources from polluted stormwater runoff. The Phase II program expands the Phase I program by requiring additional operators of MS4s in urbanized areas and operators of small construction sites, through the use of NPDES permits, to implement programs and practices to control polluted stormwater runoff. Phase II is intended to further reduce adverse impacts to water quality and aquatic habitat by instituting the use of controls on the unregulated sources of stormwater discharges that have the greatest likelihood of causing continued environmental degradation. Under the Phase II rule all MS4s with stormwater discharges from Census designated Urbanized Area are required to seek NPDES permit coverage for those stormwater discharges.

### Permit Program Background

On May 1, 2003, EPA Region 1 issued its Final General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (2003 small MS4 permit) consistent with the Phase II rule. The 2003 small MS4 permit covered "traditional" (i.e., cities and towns) and "non-traditional" (i.e., Federal and state agencies) MS4 Operators located in the states of Massachusetts and New Hampshire. This permit expired on May 1, 2008 but remained in effect until operators were authorized under the 2016 MS4 general permit, which became effective on July 1, 2018.

### Stormwater Management Program (SWMP)

The SWMP describes and details the activities and measures that will be implemented to meet the terms and conditions of the permit. The SWMP accurately describes the permittees plans and activities. The document should be updated and/or modified during the permit term as the permittee's activities are modified, changed or updated to meet permit conditions during the permit term. The main elements of the stormwater management program are (1) a public education program in order to affect public behavior causing stormwater pollution, (2) an opportunity for the public to participate and provide comments on the stormwater program (3) a program to effectively find and eliminate illicit discharges within the MS4 (4) a program to effectively control construction site stormwater discharges to the MS4 (5) a program to ensure that stormwater from development projects entering the MS4 is adequately controlled by the construction of stormwater controls, and (6) a good housekeeping program to ensure that stormwater pollution sources on municipal properties and from municipal operations are minimized.

## **Small MS4 Authorization**

**The NOI was submitted on September 26, 2018**

The NOI can be found at the following:

<http://www3.epa.gov/region1/npdes/stormwater/ma/tms4noi/dracut.pdf>.

Or

Town of Dracut Stormwater Website:

[https://www.dracutma.gov/sites/dracutma/files/news/dracut\\_noi\\_2018.pdf](https://www.dracutma.gov/sites/dracutma/files/news/dracut_noi_2018.pdf)

**Authorization to Discharge was granted on February 14, 2019**

The Authorization Letter can be found at the following:

<http://www3.epa.gov/region1/npdes/stormwater/ma/tms4noi/dracut-auth.pdf>

or

Town of Dracut Stormwater Website:

[https://www.dracutma.gov/sites/dracutma/files/news/dracut\\_authorization\\_to\\_discharge\\_letter.pdf](https://www.dracutma.gov/sites/dracutma/files/news/dracut_authorization_to_discharge_letter.pdf)

## Stormwater Management Program Committee

### SWMP Manager

Name: *Tina Rivard*

Title: *Assistant Public Works Director/Stormwater Manager*

Phone Number: *978-957-1497*

Email: *Tdouk@dracutma.gov*

Department: *Stormwater Department*

---

### SWMP Permitting Authority

Name: *David Langlais*

Title: *Chairman*

Resident Representative: *Stormwater Committee*

---

Name: *Emile Demers*

Title: *Vice-Chairman*

Resident Representative: *Stormwater Committee*

---

Name: *Edward Patenaude*

Title: *Public Works Director*

Phone Number: *978-957-1497*

Email: *epatenaude@dracutma.gov*

Department: *Department of Public Works*

---

Name: *Alison Manugian*

Title: *Community Development Director*

Phone Number: *978-453-4557*

Email: *amanugian@dracutma.gov*

Department: *Community Development*

---

Name: *vacant*

Title: *Town Engineer*

Phone Number: *978-454-2594*

Email:

Department: *Engineering Department*

---

Name: *Jacqueline Anderson*

Title: *Assistant Planner/Conservation Agent*

Phone Number: *978-458-4478*

Email: *janderson@dracutma.gov*

Department: *Recreational Department and Conservation Commission*

---

Name: *David Ouellette*

Title: *Health Agent*

Phone Number: *978-453-8162*

Email: *douellette@dracutma.gov*

Department: *Health Department*

---

## Receiving Waters

The following table lists all receiving waters, impairments and number of outfalls discharging to each water segment.

OR

The information can be found in the following document or at the following web address:

Town of Dracut website: [https://www.dracutma.gov/sites/dracutma/files/news/receiving\\_waters.pdf](https://www.dracutma.gov/sites/dracutma/files/news/receiving_waters.pdf)

Waterbody segment that receives flow from the MS4	Number of outfalls into receiving water segment	Chloride	Chlorophyll-a	Dissolved Oxygen/DO Saturation	Nitrogen	Oil & Grease/ PAH	Phosphorus	Solids/TSS/ Turbidity	E.coli	Enterococcus	Other pollutant (s) causing impairments
Bartlett Brook - MA84A - 36 - 3.7 miles	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Beaver Brook - MA84A - 11 - 4.8 miles	35	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Floatables
Long Pond - MA84032 - 137 acres	11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> non-native plants, mercury in fish tissue (33880)
Peppermint Brook - MA84A - 35 - 2.7 miles	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Floatables
Richardson Brook - MA84A - 12 - 1.9 miles	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trout Brook - MA84A - 13 - 2.6 miles	10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Lake Mascuppic - MA84037 - 210 acres	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4c

## Eligibility: Endangered Species and Historic Properties

\*Reminder: The proper consultations and updates to the SWMP must be conducted for construction projects related to your permit compliance where Construction General Permit (CGP) coverage, which requires its own endangered species and history preservation determination, is NOT being obtained.

---

Attachments:

- The results of Appendix C U.S. Fish and Wildlife Service endangered species screening determination
- The results of the Appendix D historic property screening investigations
- If applicable, any documents from the State Historic Preservation Officer (SHPO), Tribal Historic Preservation Officer (THPO), or other Tribal representative to mitigate effects

These attachments are required within one year of the permit effective date and are:

- Attached to this document (document names listed below)

Publicly available at the website listed below

*<https://www.dracutma.gov/stormwater-committee>*

---

Under what criterion did permittee determine eligibility for ESA?

Criterion A       Criterion B       Criterion C

Under what criterion did permittee determine eligibility for Historic Properties?

Criterion A       Criterion B       Criterion C

Below add any additional measures for structural controls that you're required to do through consultation with U.S. Fish and Wildlife Service (if applicable):

Below add any additional measures taken to avoid or minimize adverse impacts on places listed, or eligible for listing, on the NRHP, including any conditions imposed by the SHPO or THPO (if applicable):

## **MCM 1**

### **Public Education and Outreach**

#### **Permit Part 2.3.2**

**Objective:** The permittee shall implement an education program that includes educational goals based on stormwater issues of significance within the MS4 area. The ultimate objective of a public education program is to increase knowledge and change behavior of the public so that the pollutants in stormwater are reduced.

### **BMP: Stormwater Management and the Changing EPA Regulations**

**Document Name and/or Web Address:** <https://www.dracutma.gov/723/brouchures-and-flyers>

**Description:** A stormwater management brochure providing information regarding what stormwater is, where the stormwater goes, the concerns of stormwater pollutants discharging into receiving waterbodies, what the Town of Dracut is doing to maintain the stormwater system, and the changes in standards the Environmental Protection Agency (EPA) has made that the Town has to comply with.

**Targeted Audience:** Residents/Developers/Businesses/Commercial

**Responsible Party:** Department of Public Works - Stormwater Division

**Measurable Goal (s):** 52 brochures were distributed

**Message Date (s):** 9/10/2023

---

### **BMP: Proper Disposal of Dog Waste**

**BMP Number:** 2

**Document Name and/or Web Address:**

<https://www.dracutma.gov/documentceter/view/1435/pet-waste-brouchure-pdf>

**Description:** A brochure instructing proper disposal of dog waste.

**Targeted Audience:** Residents

**Responsible Parties:** Clerk's Office

**Measurable Goal (s):** 1,291 brochures distributed

**Message Date (s):** January (Annually)

---

### **BMP: Lawn and Leaf Disposal/Compost Dates**

**BMP Number:** 3

**Document Name and/or Web Address:** <https://www.dracutma.gov/civicalerts>

**Description:** The message describes the dates that the DPW's Compost facility was open for lawn, leaf, and brush drop off. These dates also reflect the dates that compost is available to

residents for pick up. This message is televised via Dracut Access T.V at the Board of Selectman's Meetings.

**Targeted Audience:** Residents

**Responsible Parties:** DPW Operations

**Measurable Goal (s):** The Compost site was open 28 Saturdays during July 1, 2022 – June 30, 2023. The compost site is also open year round for residents Monday-Friday from 7:30 AM – 3:00 PM (except on Sunday's and Holiday's) as long as weather permits

**Message Date (s):** 7/10/21, 7/17/21, 7/24/21, 7/31/21, 8/7/21, 8/14/21, 8/21/21, 9/11/21, 9/18/21, 9/25/21, 10/2/21, 10/16/21, 10/23/21, 10/30/21, 11/6/21, 11/13/21, 11/20/21, 12/11/21, 4/2/22, 4/9/22, 4/23/22, 4/30/22, 5/7/22, 5/14/22, 6/11/22, 6/25/22, 7/19/22, 8/9/22, 9/13/22, 9/27/22, 10/11/22, 10/25/22, 11/22/22, 12/13/22, 3/21/23, 4/11/23, 4/25/23, 5/9/23, 5/23/23, 6/13/23

---

#### **BMP: Dog Signage and Waste Management Stations**

**BMP Number:** 4

**Description:** Pet waste management signage and waste bags are installed in high traffic areas where there is heavy volume for dog walking. There are also waste barrels along the pathways for easy waste disposal.

**Targeted Audience:** Residents

**Responsible Parties:** DPW Operations

**Measurable Goal (s):** 800 dog waste bags were ordered and installed in stations between July 1, 2022 - June 30, 2023.

**Message Date (s):** Year round are the following locations: Monahan Park, Beaver Brook Trail, and Dillion McAnespie Park.

---

#### **BMP: Think Blue Campaign**

**BMP Number:** 5

**Document Name and/or Web Address:** <https://www.thinkbluemassachusetts.org/>

**Description:** Think Blue Massachusetts ran an educational advertising campaign to help viewers visualize stormwater pollution from motor oil, pet waste, and trash become stormwater pollution

**Targeted Audience:** Residents

**Responsible Parties:** EPA

**Measurable Goal (s):** 17,890

**Message Date (s):** May 31st-June 17th, 2021

---

**BMP: Dracut's Annual Old Home Day – Coloring Books and Crayons**

**BMP Number:** 6

**Document Name and/or Web Address:** *in-person annual Town event*

**Description:** The Stormwater Department has a booth at the Dracut Old Home Day event where we provide education materials to residents and their families through an interactive story coloring book.

**Targeted Audience:** Residents/Children

**Responsible Parties:** Stormwater Department

**Measurable Goal (s):** 82 coloring books

**Message Date (s):** 9/18/21, 9/10/22

---

**BMP: Dracut's Annual Old Home Day – Pamphlets**

**BMP Number:** 7

**Document Name and/or Web Address:** *in-person annual Town event*

**Description:** The Stormwater Department has a booth at the Dracut Old Home Day event where we provide education materials to businesses/commercial property owners on the importance of *Stormwater Management for Small businesses, Stormwater pollution prevention for industrial sites, and a Builders guide to low impact development*

**Targeted Audience:** Business and Commercial Owners

**Responsible Parties:** Stormwater Department

**Measurable Goal (s):** 35 Pamphlets

**Message Date (s):** 9/18/21, 9/10/22

---

## **MCM 2**

### **Public Involvement and Participation**

#### **Permit Part 2.3.3**

**Objective:** The permittee shall provide opportunities to engage the public to participate in the review and implementation of the permittee's SWMP.

**BMP: Public Review of Stormwater Management Program**

**Location of Plan:** <https://www.dracutma.gov/722/Stormwater-Management-Program>

**Responsible Party:** Stormwater Permitting Authority

**Measurable Goal (s):** Stormwater Management Plan is publicly available for review.

---

**BMP: Public Participation in Stormwater Management Program Development**

**Description:** The Stormwater Committee has met to discuss and review five different options for a stormwater fee to be presented in front of the Board of Selectman (BOS). The BOS will review these options to establish a fee to fund the stormwater enterprise fund. The Stormwater Committee has met to review standard operating procedures, Illicit Discharge Detection and Elimination Plan, and the Stormwater Management Program (SWMP).

**Responsible Party:** Stormwater Permitting Authority

**Measurable Goal (s):** Annual Public Input is available to residents to provide during a SWPA meeting.

---

## **MCM 3**

### **Illicit Discharge Detection and Elimination (IDDE) Program**

#### **Permit Part 2.3.4**

**Objective:** The permittee shall implement an IDDE program to systematically find and eliminate illicit sources of non-stormwater discharges to its municipal separate storm sewer system and implement procedures to prevent such discharges.

## **BMP: IDDE Legal Authority**

### **Ordinances Link or Reference:**

<https://www.dracutma.gov/DocumentCenter/View/490/Town-of-Dracut-By-Laws-PDF>

**Responsible Party for Enforcement:** Board of Selectman

---

## **BMP: Sanitary Sewer Overflow (SSO) Inventory**

**Description:** The 2016 MS4 Permit requires municipalities to prohibit illicit discharges, including SSOs, to the separate storm sewer system. SSO's are discharges of untreated sanitary wastewater from a municipal sanitary sewer that can contaminate surface waters, cause serious water quality problems and property damage, and threaten public health. The Town of Dracut had no SSOs reported within 5 calendar years of the 2016 MS4 Permit effective date.

**Responsible Parties:** Department of Public Works - Stormwater Division/Sewer Department

**Measurable Goal (s):** Annually track and report the following SSO information: the location; a clear statement of whether the discharge entered a surface water directly or entered the MS4; date(s) and time(s) of each known SSO occurrence; estimated volume(s) of the occurrence; description of the occurrence indicating known or suspected cause(s); mitigation and corrective measures completed with dates implemented; and mitigation corrective measures planned with implementation schedules. Update inventory as needed.

### **SSO Reporting:**

In the event of an overflow or bypass, a notification must be reported within 24 hours by phone to MassDEP, EPA, and other relevant parties. Follow up the verbal notification with a written report following MassDEP's Sanitary Sewer Overflow (SSO)/Bypass notification form within 5 calendar days of the time you become aware of the overflow, bypass, or backup.

The Mass DEP contact are: Northeast Region (978) 694-3215 205B Lowell Street Wilmington, MA 01887 Central Region (508) 792-7650 8 New Bond Street Worcester, MA 01606 Southeast Region (508) 946-2750 20 Riverside Drive Lakeville, MA 02347 Western Region (413) 784-1100 436 Dwight Street Springfield, MA 01103 25-hour Emergency Line 1-888-304-1133	The EPA Contacts are: EPA New England (617) 918-1510 5 Post Office Square Boston, MA 02109

## **BMP: Illicit Discharge Detection and Elimination (IDDE) Program**

### **Document Location and/or Web Address:**

<https://www.dracutma.gov/DocumentCenter/View/1441/Illicit-Discharge-Detection-and-Elimination-Plan-PDF>

**Description:** The IDDE plan has been developed to address the requirements of the United States Environmental Protection Agency's (USEPA's) 2016 National Pollutant Discharge Elimination System (NPDES) General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4) in Massachusetts, hereafter referred to as the "2016 Massachusetts MS4 Permit" or "MS4 Permit." The IDDE Program is implemented to systematically find and eliminate sources of non-stormwater discharges to its municipal separate storm sewer system and to implement procedures to prevent such discharges. This IDDE has been prepared to address this requirement.

**Responsible Party:** Department of Public Works - Stormwater Division

**Measurable Goal (s):** Conduct 100% of outfall screening on High and Low Priority Outfalls within 3 years of the permit's effective date. Complete catchment investigations for 100% of the Problem Outfalls within 7 years of the permit's effective date. Complete 100% of all catchment investigations within 10 years of the permit's effective date.

**The outfall/interconnection inventory and initial ranking and the dry weather outfall and interconnection screening and sampling results can be found:**

<https://www.dracutma.gov/DocumentCenter/View/1451/Outfall-Priority-Ranking-Year-3-MS4-Annual-Report-PDF>

---

## **BMP: Employee Training**

**Description:** Training will be provided to all Department of Public Works employees who conduct work on the drainage system, work on the sanitary sewer system, work in the public right of way where public utilities are present, and any employee who will assist in the outfall sampling program.

**Responsible Party:** Department of Public Works – Stormwater Division

**Measurable Goal (s):** Training Occurs Annually.

**Training Date (s):** June 24, 2019, May 7, 2020, April 27, 2021, May 19, 2022, June 22, 2023

---

## **MCM 4**

### **Construction Site Stormwater Runoff Control**

Permit Part 2.3.5

**Objective:** The objective of an effective construction stormwater runoff control program is to minimize or eliminate erosion and maintain sediment on site so that it is not transported in stormwater and allowed to discharge to a water of the U.S through the permittee's MS4.

### **BMP: Sediment and Erosion Control By Law**

**By Law Link or Reference:** <https://www.dracutma.gov/DocumentCenter/View/490/Town-of-Dracut-By-Laws-PDF>

**Responsible Party for Enforcement:** Department of Public Works – Stormwater Division and Board of Selectman

---

### **BMP: Site Plan Review Procedures**

**Document Name and/or Web Address:**

[https://www.dracutma.gov/sites/dracutma/files/uploads/zbl\\_pdf\\_for\\_website\\_updated\\_thru\\_june\\_6\\_2016\\_003.pdf](https://www.dracutma.gov/sites/dracutma/files/uploads/zbl_pdf_for_website_updated_thru_june_6_2016_003.pdf)

**Description:** Reviews proposals and makes recommendations to the Planning Board and the Board of Selectmen on all applications for Special Permits and Site Plan approval applications. Assists landowners, attorneys, engineers, real estate agents and potential buyers with the development process. Coordinates efforts with Regional Planning Agency to insure Town's inclusion in Massachusetts planning, policy and funding decisions. Provides support for community planning and economic development throughout the Town.

**Responsible Parties:** Planning Board and Board of Selectman

**Measurable Goal(s):** Conduct site plan review of 100% of projects according to the procedure outlined above.

---

### **BMP: Site Inspections and Enforcement of Sediment and Erosion Control Measures Procedures**

**Document Name and/or Web Address:**

<https://www.dracutma.gov/DocumentCenter/View/490/Town-of-Dracut-By-Laws-PDF>

**Description:** To protect, maintain and enhance the public health, safety, environment and general welfare of the Town by establishing minimum requirements and procedures to control the adverse effects of soil erosion and sedimentation, construction site runoff, increased post-

development stormwater runoff and nonpoint source pollution associated with new development and redevelopment.

**Responsible Parties:** Department of Public Works - Stormwater Division, Conservation Commission, Engineering Department, and Building Department

**Measurable Goal (s):** Inspect 100% of construction sites as outlined in the above document and take enforcement actions as needed.

---

#### **BMP: Implementation of Stormwater Rules and Regulations**

**Document Name and/or Web Address:**

<https://www.dracutma.gov/DocumentCenter/View/1410/Dracut---Stormwater-Rules-and-Regulations-PDF>

**Description:** Provide Stormwater Regulations to protect, maintain and enhance public health, safety, environment, and general welfare by establishing minimum requirements and procedures to control the adverse effects of increased runoff, decreased ground water recharge, erosion and sedimentation, and nonpoint source pollution associated with new development and redevelopment of land, pursuant to the Town of Dracut's Chapter 24. Stormwater and Erosion Control Bylaw, adopted June 5, 2017 and Chapter 25. Illicit Discharge Bylaw, adopted June 218 (Bylaws).

**Responsible Parties:** Stormwater Division and Board of Selectman

**Measurable Goal(s):** Amount of projects complying with the Stormwater Rules and Regulations

---

#### **BMP: Stormwater Management for Small Businesses**

**By Law Link or Reference:**

<https://www.dracutma.gov/DocumentCenter/View/1438/Stormwater-Management-of-Commercial-Entities-PDF>

**Responsible Party for Enforcement:** Department of Public Works – Stormwater Division

---

#### **BMP: Stormwater Pollution Prevention for Industrial Sites**

**By Law Link or Reference:** <https://www.dracutma.gov/DocumentCenter/View/1434/MS4-Industrial-Bmps-PDF>

**Responsible Party for Enforcement:** Department of Public Works – Stormwater Division

---

**BMP: Standard Operating Procedure – Erosion and Sedimentation Control**

**Document Name:** SOP Number 9 – Erosion and Sedimentation Control

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1419/SOP-Number-9---Erosion-and-Sedimentation-Control-PDF>

**Description:** This standard operating procedure describes methods for reducing or eliminating pollutant loading from land-disturbing activities. Erosion and sedimentation can be a significant source of stormwater pollution. To protect, maintain, and enhance public health, safety, environment and general welfare of the Town, consistent application and implementation of the minimum requirements and procedures to control the adverse effects of erosion and sedimentation during the design and review phases are as follows.

**Responsible Party for Enforcement:** Department of Public Works - Stormwater Division

---

## **MCM 5**

### **Post Construction Stormwater Management in New Development and Redevelopment**

Permit Part 2.3.6

**Objective:** The objective of an effective post construction stormwater management program is to reduce the discharge of pollutants found in stormwater to the MS4 through the retention or treatment of stormwater after construction on new or redeveloped sites and to ensure proper maintenance of installed stormwater controls.

### **BMP: Post-Construction By Law**

#### **Town By Law Link or Reference:**

<https://www.dracutma.gov/DocumentCenter/View/1985/Zoning-Bylaw-Updated-Effective-Nov-7-2022-PDF>

**Responsible Party for Enforcement:** Stormwater Permitting Authority, Department of Public Works – Stormwater Division, Building Department, and Board of Selectman

---

### **BMP: As-Built Drawings**

#### **Town By Law Link or Reference:**

<https://www.dracutma.gov/DocumentCenter/View/1985/Zoning-Bylaw-Updated-Effective-Nov-7-2022-PDF>

**Responsible Party for Enforcement:** Site Plan Review Process – Building Department, Engineering Department, Stormwater Department, and Public Works Department

---

### **BMP: Implementation of Stormwater Rules and Regulations**

**Document Name and/or Web Address:** <https://www.dracutma.gov/stormwater-permitting-authority/news/stormwater-rules-and-regulations>

**Description:** Provide Stormwater Regulations to protect, maintain and enhance public health, safety, environment, and general welfare by establishing minimum requirements and procedures to control the adverse effects of increased runoff, decreased ground water recharge, erosion and sedimentation, and nonpoint source pollution associated with new development and redevelopment of land, pursuant to the Town of Dracut's Chapter 24. Stormwater and Erosion Control Bylaw, adopted June 5, 2017 and Chapter 25. Illicit Discharge Bylaw, adopted June 218 (Bylaws).

**Responsible Parties:** Stormwater Division and Board of Selectman

**Measurable Goal(s):** Amount of projects complying with the Stormwater Rules and Regulations

---

### **Standard Operating Procedure: Construction Site Inspection**

**Document Name:** SOP Number 8 – Construction Site Inspection

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1418/SOP-Number-8---Construction-Site-Inspection-PDF>

**Description:** This Standard Operating Procedure describes the major components of a stormwater construction plan, as well as procedures to ensure that construction sites have stormwater controls to protect, maintain, and enhance public health, safety, environment and general welfare of the Town. A stormwater Construction Site Inspection program will track, inspect, and enforce local stormwater requirements at construction sites. Construction sites are required to have a sediment and erosion control plan. Construction site operators are required to implement a sediment and erosion control program which includes best management practices (BMP's) that are appropriate for the conditions at the construction site, including efforts to minimize the area of the land disturbance.

**Responsible Party for Enforcement:** Department of Public Works - Stormwater Division

---

## **MCM 6**

### **Good Housekeeping and Pollution Prevention for Permittee Owned Operations**

Permit Part 2.3.7

**Objective:** The permittee shall implement an operations and maintenance program for permittee-owned operations that has a goal of preventing or reducing pollutant runoff and protecting water quality from all permittee-owned operations.

### **BMP: Street Sweeping Program**

**Document Name:** SOP Number 1 – Sweeping Streets and Parking Lots

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1411/SOP-Number-1---Street-Sweeping-PDF>

**Description:** This Street Sweeping plan describes the standard operating procedures for sweeping and/or cleaning publicly owned streets and parking lots.

**Responsible Party for Enforcement:** Department of Public Works - Stormwater Division

---

### **BMP: Winter Road Maintenance Program**

**Document Name:** SOP Number 2 – Winter Road Maintenance Program

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1412/SOP-Number-2---Winter-Road-Maintenance-PDF>

**Description:** This Winter Road Maintenance plan describes the standard operating procedures for winter road maintenance including the use and storage of salt, evaluating the use of alternative materials, and ensure that snow disposal activities do not result in disposal of snow into the waters of the United States.

**Responsible Party for Enforcement:** Department of Public Works - Stormwater Division

---

### **BMP: Catch Basin Cleaning Program**

**Document Name:** SOP Number 3 - Catch Basin Inspection and Cleaning

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1413/SOP-Number-3---Catch-basin-Cleaning-PDF>

**Description:** This Catch Basin Inspection and Cleaning standard operating procedure describes the importance of removing trash, sediment, decaying debris, and other solids from stormwater runoff to help minimize flooding and to protect water quality.

**Responsible Party for Enforcement:** Department of Public Works - Stormwater Division

---

## **BMP: Stormwater Treatment Structures Inspection and Maintenance Procedures**

**Document Name:** SOP Number 4 – Stormwater Infrastructure Maintenance

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1414/SOP-Number-4---Stormwater-Infrastructure-Maintenance-PDF>

**Description:** This Stormwater Infrastructure & Inspecting Constructed BMP's plan describes the policies, procedures, and structures designed to reduce stormwater pollution, prevent contaminant discharges to natural water bodies, and reduce stormwater facility maintenance and costs. Constructed BMP's are permanent site features designed to treat stormwater before infiltrating it to the subsurface or discharging it to a surface water body.

**Responsible Party for Enforcement:** Department of Public Works - Stormwater Division

---

## **BMP: Oil Water Separator (OWS) Maintenance**

**Document Name:** SOP Number 5 – Oil Water Separator

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1415/SOP-Number-5---Oil-Water-Separator-PDF>

**Description:** Oil/water separators (OWS), also known as gas/oil separators, are structural devices intended to provide pretreatment of floor drain water from industrial and garage facilities. An OWS allows oils (and substances lighter than water) to be intercepted and be removed for disposal before entering the sanitary sewer system. Substances heavier than water settle into sludge at the bottom of the unit. The remaining water passes through the unit into the sanitary sewer system.

**Responsible Party for Enforcement:** Department of Public Works

---

## **BMP: Municipal Vehicle Washing**

**Document Name:** SOP Number 6 – Municipal Vehicle Washing

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1416/SOP-Number-6---Municipal-Vehicle-Washing-PDF>

**Description:** Vehicle washing activities can result in the discharge of nutrients, sediment, petroleum products, and other contaminants to a surface water body or to an engineered drainage system.

Consistent with the 2003 USEPA NPDES Phase II Small Municipal Separate Storm Sewer System (MS4) Permit, municipal vehicle washing activities should not discharge pollutants to the MS4 system.

**Responsible Party for Enforcement:** Department of Public Works

---

**BMP: Spill Response**

**Document Name:** SOP Number 7 – Spill Response

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1417/SOP-Number-7---Spill-Response-PDF>

**Description:** Municipalities are responsible for any contaminant spill or release that occurs on property they own or operate. Particular areas of concern include any facilities that use or store chemicals, fuel oil or hazardous waste, including schools, garages, DPW yards, and landfills. Implementation of proper spill response and cleanup procedures can help to mitigate the effects of a contaminant release.

**Responsible Party for Enforcement:** Department of Public Works

---

**BMP: Dry Weather Outfall Inspection**

**Document Name:** SOP Number 10 – Dry Weather Outfall Inspection

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1420/SOP-Number-10---Dry-Weather-Outfall-Inspection-PDF>

**Description:** Outfalls from an engineered storm drain system can be in the form of pipes or ditches. Water quality inspections under dry weather and wet weather conditions must be documented to comply with current regulations. During a dry weather period, it is anticipated that minimal flow from stormwater outfalls will be observed. Dry weather inspections aim to characterize any/all flow observed during a dry weather period and identify potential source(s) of an illicit discharge through qualitative testing.

**Responsible Party for Enforcement:** Department of Public Works - Stormwater Division

---

**BMP: Wet Weather Outfall Inspection**

**Document Name:** SOP Number 11 – Wet Weather Outfall Inspection

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1421/SOP-Number-11---Wet-Weather-Outfall-Inspection-PDF>

**Description:** Outfalls from an engineered storm drain system can be in the form of pipes or ditches. Water quality inspections under dry weather and wet weather conditions must be documented to comply with current regulations. Wet weather inspection aims to describe and evaluate the first flush of stormwater discharged from an outfall during a storm, representing the maximum pollutant load managed by receiving water.

**Responsible Party for Enforcement:** Department of Public Works - Stormwater Division

---

**BMP: Locating Illicit Discharges**

**Document Name:** SOP Number 12 – Locating Illicit Discharges

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1422/SOP-Number-12---Locating-Illicit-Discharges-PDF>

**Description:** An “illicit discharge” is any discharge to an engineered storm drain system that is not composed entirely of stormwater unless the discharge is defined as an allowable non-stormwater discharge under the 2016 Massachusetts MS4 Permit. Illicit discharges may enter the engineered storm drain system through direct or indirect connections, such as: cross-connections of sewer services to engineered storm drain systems; leaking septic systems; intentional discharge of pollutants to catch basins; combined sewer overflows; connected floor drains; and sump pumps connected to the system (under some circumstances).

**Responsible Party for Enforcement:** Department of Public Works - Stormwater Division

---

**BMP: Water Quality Screening**

**Document Name:** SOP Number 13 – Water Quality Screening

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1423/SOP-Number-13---Water-Quality-Screening-PDF>

**Description:** This standard operating procedure addresses screening-level measurements than can be collected at outfalls, catch basins, receiving waters, or other water bodies. The measurements can be collected with field test kits or with portable meters. Water quality screening data collected in this manner can feed into an illicit discharge detection and elimination investigation.

**Responsible Party for Enforcement:** Department of Public Works - Stormwater Division

---

**BMP: Parks and Open Spaces**

**Document Name:** SOP Number 14 – Operation and Maintenance of Parks and Open Spaces

**Web Address:** [https://www.dracutma.gov/sites/g/files/vyhlif501/f/news/sop\\_number\\_14\\_-operations\\_and\\_maintenance\\_of\\_parks\\_and\\_open\\_spaces.pdf](https://www.dracutma.gov/sites/g/files/vyhlif501/f/news/sop_number_14_-operations_and_maintenance_of_parks_and_open_spaces.pdf)

**Description:** Parks and open space operations and maintenance activities commonly involve the operation of equipment such as mowers and tractors; disposal of waste from mowing, planting, weeding, raking, pruning, and trash collection; application of pesticides, herbicides, and fertilizers; cleaning and maintenance of park amenities such as play equipment, restrooms, and structures; and snow removal. These activities have the potential to generate contaminants such as sediments and toxic chemicals that may be picked up by rainwater, thereby entering the storm drainage system and receiving waters. Municipal employees are given guidance to reduce the discharge of pollutants from the MS4 and to receiving waters as a result of parks and open space operations and maintenance.

**Responsible Party for Enforcement:** Department of Public Works – Tree Department

---

#### **BMP: Municipal Buildings and Facilities**

**Document Name:** SOP Number 15 – Operation and Maintenance of Municipal Buildings and Facilities

**Web Address:** [https://www.dracutma.gov/sites/g/files/vyhlif501/f/news/sop\\_number\\_15\\_-operation\\_and\\_maintenance\\_of\\_municipal\\_building\\_and\\_facilities.pdf](https://www.dracutma.gov/sites/g/files/vyhlif501/f/news/sop_number_15_-operation_and_maintenance_of_municipal_building_and_facilities.pdf)

**Description:** Town buildings and facilities are potential sources of pollutant discharges to the storm drainage system. Municipal employees are provided with guidance on the use, storage, and disposal of chemicals and other stormwater pollutants to reduce the discharge of pollutants from the MS4.

**Responsible Party for Enforcement:** Department of Public Works – Building Maintenance Supervisor and Supervisor of Buildings and Grounds

---

#### **BMP: Municipal Vehicles and Equipment**

**Document Name:** SOP Number 16 – Operation and Maintenance of Municipal Vehicles and Equipment

**Web Address:** [https://www.dracutma.gov/sites/g/files/vyhlif501/f/news/sop\\_number\\_16\\_-operation\\_and\\_mainteance\\_of\\_municipal\\_vehicles\\_and\\_equipment.pdf](https://www.dracutma.gov/sites/g/files/vyhlif501/f/news/sop_number_16_-operation_and_mainteance_of_municipal_vehicles_and_equipment.pdf)

**Description:** Regular maintenance of both municipal vehicles and heavy equipment not only prolongs the life of municipal assets but also helps reduce the potential for leaking of fluids associated with normal wear and tear. Potential pollutants include fuels, oil, antifreeze, brake fluid, solvents, and battery acid.

**Responsible Party for Enforcement:** Department of Public Works – General Foreman of Vehicle Maintenance Department

---

**BMP: Dracut DPW – Stormwater Pollution Prevention Plan (SWPPP)**

**Document Name:** Dracut Department of Public Works Stormwater Pollution Prevention Plan (SWPPP)

**Web Address:** <https://www.dracutma.gov/DocumentCenter/View/1440/Dracut-DPW-Stormwater-Pollution-Prevention-Plan-PDF->

**Description:** The SWPPP was created for the Dracut Department of Public Works yard. This document is a minimum control measure for Good Housekeeping and Pollution Prevention for Municipal Operations. This document identifies the SWPPP Team and their responsibilities, describes the facility, a site plan, description of the stormwater drainage system, identifies potential stormwater contaminants, describes stormwater management controls and various best management practices needed to reduce pollutant in stormwater discharges, describes the facility's monitoring plan, and the implementation schedule and provisions for amendment of the plan.

**Responsible Party for Enforcement:** Department of Public Works – Stormwater Manager

---