

Neponset Stormwater Partnership
FY2019-2024 MS4 Permit 5-Year Workplan
 * indicates an action already underway or completed through NSP scope

Category: Reporting	Applies	Due Yr	Update
0.1 Notice of Intent	All	1	none
0.2 Retain all records and documentation	All	1	annually
0.3 Annual Report	All	2	annually
0.4 Written SWMP basic content	All	1	annually
0.5 Written SWMP expanded content	All	2	annually
0.6 Written SWMP further expanded content	All	4	annually
Category: Public Education	Applies	Due Yr	Update
1.1 Spring message to residents/ businesses/ institutions re: grass clippings and fertilizer	All	1	annually
1.2 Message to residents/ businesses/ institutions re: pet waste	All	1	annually
1.3 Fall message residents/ businesses/ institutions re: leaf waste	All	1	annually
1.4 Message with dog license issuance and renewals	All	1	annually
1.5 Message to residential audience	All	4	none
1.6 Message to business/ institutional / commercial audience	All	4	none
1.7 Message to developer/ construction audience	All	4	none
1.7 Message to industrial audience	All	4	none
1.9 Message to residential audience	All	5	none
1.10 Message to business/ institutional / commercial audience	All	5	none
1.11 Message to developer/ construction audience	All	5	none
1.12 Message to industrial audience	All	5	none
1.13 Message to septic system owners	All	5	none
Category: Public Participation	Applies	Due Yr	Update
2.1 Provide an opportunity to participate in SWMP "review and implementation"	All	1	annually
2.2 Annual reports and SWMP available to the public in person and online	All	1	ongoing
Category: Illicit Discharge Detection and Elimination	Applies	Due Yr	Update
3.1 Bylaw prohibiting illicit discharges and authorizing investigation, repair and enforcement	All	0	none
3.2 Notify EPA / DEP of SSO orally in 24hrs and in writing in 5 days	All	1	ongoing
3.3 Notify responsible party immediately on id of illicit discharge	All	1	ongoing
3.4 Eliminate known illicit or set expeditious schedule in 60 days	All	1	ongoing
3.5 Report on all known SSOs in last five years	All	1	annually
3.6 Initial outfall / interconnection inventory and ranking	All	1	annually
3.7 Written outfall screening and sampling procedure	All	1	none
3.75 Written IDDE Program document	All	1	annually
3.8 Annually train IDDE staff	All	1	annually
3.9 Confirmatory outfall or interconnection screening during dry and/or wet weather	All	1	ongoing
3.10 Written catchment investigation procedure	All	2	none
3.11 Finish "Phase I" system mapping requirements	All	2	none
3.12 Investigation of problem catchments must begin	All	2	none
3.13 Update system map with available "Phase II" information	All	3	annually
3.15 Dry weather outfall and interconnection screening	All	3	see below
3.16 Follow up outfall and interconnection ranking	All	3	annually
3.17 Complete investigation of problem and	All	7	none
3.18 Investigation of all other catchments completed	All	10	none
3.19 Revisit outfall screening every five years after completion of all catchment investigations	All	15	every 5 years

NSP Role	Muni Staff Role	Consultant Role	Suggested Start-End Yr
Provide mostly filled-in template*			0-1
			1-5
Review drafts, provide content for some sections			1-5
Provide template*			0-1
Provide template*			0-2
Provide template*			0-4
NSP Role	Muni Staff Role	Consultant Role	Suggested Start-End Yr
Create/ distribute/ evaluate/ report	Review materials		1-5
Same	Review materials		1-5
Same	Review materials		1-5
Same	Review materials		1-5
Same	Review materials		1-5
Same	Review materials		1-5
Same	Review materials		1-5
Same	Review materials		1-5
Same	Review materials		1-5
Same	Review materials		1-5
Same	Review materials		1-5
Same	Review materials		1-5
NSP Role	Muni Staff Role	Consultant Role	Suggested Start-End Yr
Volunteer in-stream / hotspot water testing			1-5
			1-5
NSP Role	Muni Staff Role	Consultant Role	Suggested Start-End Yr
Provide tech assist as needed*			0
			1-5
			1-5
			1-5
			1
Provide initial ranking for review by muni*			0-1
Provide template*			0-1
Provide template*			0-1
Provide annual training workshops			1-5
			1-5
Provide template*			0-1
			0
			1
			1-5
Volunteer in-stream / hotspot water testing			1-3
			3
			1-7
			2-7
			7-

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Category: Construction Site Erosion & Sedimentation	Applies	Due Yr	Update
4.1 Bylaw for sediment, erosion, debris, litter	All	0	none
4.2 Written procedure for site plan review/inspect/enforce	All	1	none
Category: New Development and Redevelopment	Applies	Due Yr	Update
5.1 Bylaw meeting 2003 post-construction requirements	All	0	none
5.1 Update post-construction stormwater bylaw	All	2	none
5.3 Report on street design, parking guidelines and related rules	All	4	none
5.4 Report on allowing green roofs, infiltration, rain harvesting	All	4	none
5.5 Identify/rank five or more existing permittee-owned sites that could be retrofitted	All	4	annually
Category: Good Housekeeping	Applies	Due Yr	Update
6.1 Plan for optimizing catch basin cleaning	All	1	none
6.2 Clean catch basins per plan, and report efforts and mass	All	1	annually
6.3 Sweep streets 1x or 2x per year, report miles and volume	All	1	annually
6.4 Inspect all stormwater treatment structures (excluding catch basins)	All	1	annually
6.5 Develop and implement winter road maintenance program	All	1	annually
6.6 Develop and implement a written SWPPP for	All	2	none
6.7 Inventory permittee-owned parks, buildings, facilities and vehicle storage	All	2	annually
6.8 Written O&M procedures for parks, buildings, facilities, vehicle storage	All	2	none
6.9 Written program for maintaining MS4 infrastructure	All	2	none
6.10 Cover or enclose salt piles	All	2	none
6.11 Nitrogen and/or phosphorous source identification report	All	4	none
6.12 Report on potential and planned BMP retrofits for P and/or N	All	5	none
6.13 Install one or more structural BMP demos for P and/or N	All	6	none
Category: Charles Phosphorous TMDL	Applies	Due Yr	Update
7.1 Complete PCP legal analysis	Charles	2	none
7.2 Complete PCP funding source assessment	Charles	3	none
7.3 Complete definition of PCP area (scope)	Charles	4	none
7.4 Complete all remaining elements of written Phase I PCP plan	Charles	5	none
7.5 First PCP performance evaluation completed	Charles	5	annually
7.6 PCP non-structural controls fully implemented	Charles	6	none
7.7 Implement measures to achieve 20% of required P reduction	Charles	8	none
7.8 Implement measures to achieve 25% of required P reduction	Charles	10	none
7.9 Complete written Phase 2 PCP Plan	Charles	10	none
7.10 Implement measures to achieve 35% of required P reduction	Charles	13	none
7.11 Implement measures to achieve 50% of required P reduction	Charles	15	none
7.12 Complete written Phase 3 PCP Plan	Charles	15	none
7.13 Implement measures to achieve 70% of required P reduction	Charles	18	none
7.14 Implement measures to achieve 100% of required P reduction	Charles	20	none

NSP Role	Muni Staff Role	Consultant Role	Suggested Start-End Yr
Provide tech assist as needed			0
Provide model document			1
NSP Role	Muni Staff Role	Consultant Role	Suggested Start-End Yr
Provide tech assist as needed			0
Provide updated model and tech assist*			0-2
Provide recommendations, tech assist, final report*			0-2
Provide recommendations, tech assist, final report			2
Started in some communities, evaluate sites, provide report			1-3
NSP Role	Muni Staff Role	Consultant Role	Suggested Start-End Yr
			0-1
			1
			1-5
			1-5
			1-5
Provide model SWPPP from			0-1
			1
			1
			1
			1
Prepare report			2-3
Prepare report			2-3
Ongoing in some, submit/ admin grant apps before yr 2-3			2-5
NSP Role	Muni Staff Role	Consultant Role	Suggested Start-End Yr