

Stormwater Management Program (SWMP)

Hampstead

11 Main Street NH 03841

EPA NPDES Permit Number NHR041010

Certification

Authorized Representative (Optional): All reports, including SWPPPs, inspection reports, annual reports, monitoring reports, reports on training and other information required by this permit must be signed by a person described in Appendix B, Subsection 11.A or by a duly authorized representative of that person in accordance with Appendix B, Subsection 11.B. If there is an authorized representative to sign MS4 reports, there must be a signed and dated written authorization.

The authorization letter is:

Attached to this document (document name listed below)

Publicly available at the website below

"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, 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

Signature



Date

[Click Here for Revisions](#)

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.

Town Specific MS4 Background (optional)

This SWMP serves to update the SWMP drafted in 2003. Significant projects/programs are listed below:

During the winter of 2018-2019, Hampstead replaced the Highway Department's salt shed to allow for more protection from the elements and greater capacity . This came at a cost of approximately \$180,000. In addition, the Town had its website contractor update the website to be more user-friendly, which now includes a "Stormwater" tab on the main page. The new GIS program includes the Highway Department's catch basins. The Town has established a Communication Committee that will help to disseminate information and a Water Resources Committee that will help to educate the public on water quality related issues.

Small MS4 Authorization

The NOI was submitted on Sep 25, 2018

The NOI can be found at the following (document name or web address):

Town of Hampstead, 11 Main Street, Hampstead NH 03841 and at <https://www.hampsteadnh.us/stormwater-management>

Authorization to Discharge was granted on Mar 18, 2019

The Authorization Letter can be found (document name or web address):

Town of Hampstead, 11 Main Street, Hampstead, NH 03841 and at <https://www.hampsteadnh.us/stormwater-management>

Receiving Waters

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

OR

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

www.hampsteadnh.us

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
NHLAK700061101-01-01 - Island Pond	4	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	cyanobacteria, Mercury, pH, non-native aquatic plants
NHLAK700061101-01-03 - Island Pond Sanborn Shore Acres		<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"/>	Mercury, pH
NHLAK700061101-03-02- Wash Pond -Town Beach	12	<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"/>	Mercury
NHLAK700061403-01-01 - Angle Pond	1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cyanobacteria, Mercury, pH
NHRIV600030802-16 Unnamed Brook to southwest inlet at Phillips Pond		<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"/>	Mercury, pH
NHRIV700061401-04- Kelly Brook -Seaver Brook	2	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mercury, pH
NHRIV700061403-05-Bartlett Brook - Colby Brook- unnamed Brook	2	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mercury, pH
NHRIV70061403-22- Unamed Brook to Angle Pond at west inlet		<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"/>	Mercury, pH
NHRIV7000061403-24-Syre Brook to Angle Pond		<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"/>	Mercury, pH
NHLAK70061102-15-Hog Hill Pond	3	<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"/>	none
NHLAK700061101-03-03 - Sunset Lake - Sunset Park Beach		<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"/>	Mercury

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[Click here to lengthen table](#)

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Stormwater Management Program Team

SWMP Team Coordinator

Name	Sally Theriault	Title	Administrative Assistant
Department	Board of Selectmen		
Phone Number	603.329.4100 ext. 100	Email	sally.theriault@comcast.net
Responsibilities	Coordinating MS4 Team, collecting information for annual report, submitting annual report.		

SWMP Team

Name	Kristopher Emerson	Title	Chief Building Official/Health Officer
Department	Building, Health and Code Enforcement		
Phone Number	(603) 329-4100 Ext. 116	Email	kris_emerson@comcast.net
Responsibilities	Enforcement of building and health regulations and other MS4 requirements. Processing violations.		

Name	Stephen Wentworth	Title	Planning Board Chair
Department	Planning Department		
Phone Number	603-329-4100 x-102	Email	planningboard@hampsteadnh.us
Responsibilities	Developing regulations and completing relevant tasks in the MS4 permit involving Planning Board functions. PB Secretary: Debby Soucy (603) 329-4100 Ext. 102		

Name	John Worthen	Title	Road Agent
Department	Highway Department		
Phone Number	603-329-5110	Email	Hampsteadhighway@comcast.net
Responsibilities	Enforcement of municipal operations and procedures, regulations and other MS4 requirements. Processing violations. Cell 603-818-9796		

Name

Title

Department

Phone Number

Email

Responsibilities

Add SWMP Member

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

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 Criterion D

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.

Examples and Templates:

[EPA's Stormwater Education Toolbox](#)

[MassDEP's Stormwater Outreach Materials](#)

Other templates relevant to MCM 1 can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#peo>

BMP:Media

BMP Number (Optional) MCM1-1

Document Name and/or Web Address: <https://www.hampsteadnh.us/stormwater-management>

Description:

BASELINE Messaging on water quality to general population. Increased awareness of proper fertilizer and pesticide use, pet waste, yard waste and septic system maintenance and how they may impact water quality. The Town Office building has printed material available on these topics.

Targeted Audience: Businesses, institutions and commercial facilities, residents

Responsible Department/Parties: Selectmen's Office

Measurable Goal(s):

2 messages to 4 audiences over permit term to the following audiences: 1. residents 2. businesses, institutions, commercial 3. developers 4. industrial

Message Date(s): Continuously, Ongoing

BMP:

BMP Number (Optional) MCM1-2

Document Name and/or Web Address: <https://www.hampsteadnh.us/stormwater-management>

Description:

BACTERIA Messaging to increase awareness about how pet waste and septic systems may impact water quality. Targeted messaging to residents on Wash Pond, Kelly Brook, Sunset Lake.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties:

Measurable Goal(s):

1 or 2 targeted messages (pet waste and septic systems) annually to residents; 2 messages to 1) businesses, institutions, commercial, 2) developers, and 3) Industrial over permit term. Continue with baseline MCM1-1: 2 messages to 3 audiences over permit term.

Message Date(s): Time of year: spring dog licensing season and year-round for septic system maintenance.

BMP:I

BMP Number (Optional) MCM1-3

Document Name and/or Web Address:

Description:

PHOSPHORUS Messaging about water body impairments targeted to residents and users at Angle Pond, Island Pond and the general population.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

3 targeted messages about fertilizer, pet waste and yard and construction waste annually to 1 audience (residents, businesses, institutions, commercial). 2 messages to developers and industrial over the permit term. Continue with MCM1-1 baseline messages.

Message Date(s):

BMP:

BMP Number (Optional)

Document Name and/or Web Address:

Description:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Message Date(s):

BMP:

BMP Number (Optional)

Document Name and/or Web Address:

Description:

[]
Targeted Audience: []
Responsible Department/Parties: []
Measurable Goal(s):
[]
Message Date(s): []

BMP:[BMP name here]

BMP Number (Optional) _____
Document Name and/or Web Address: []
Description:
[]
Targeted Audience: []
Responsible Department/Parties: []
Measurable Goal(s):
[]
Message Date(s): []

BMP:[BMP name here]

BMP Number (Optional) _____
Document Name and/or Web Address: []
Description:
[]
Targeted Audience: Residents
Responsible Department/Parties: []

Measurable Goal(s):

Message Date(s):

BMP: [BMP name here]

BMP Number (Optional)

Document Name and/or Web Address:

Description:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Message Date(s):

Add BMP

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

BMP Number (Optional) MCM2-1

Location of Plan and/or Web Address: 11 Main Street, Hampstead, NH 03841 and <https://www.hampsteadnh.us/stormwater-management>

Responsible Department/Parties: Selectmen's office

Measurable Goal(s):

Stormwater Management Program, Notice of Intent and annual reports are available for review by the public at the Town Offices and <https://www.hampsteadnh.us/stormwater-management>.

BMP: Public Participation in Stormwater Management Program Development

BMP Number (Optional) MCM2-2

Description:

Deliverables will progress in accordance with the accepted NOI and is scheduled for year 2. [Optional: annual Public Hearing scheduled with Board of Selectmen]

Responsible Department/Parties: Selectmen's office

Measurable Goal(s):

Annual public input and comment

BMP: [BMP name here]

BMP Number (Optional) _____

Document Name and/or Web Address: _____

Description:

Responsible Department/Parties: _____

Measurable Goal(s):

Add BMP

2017 Environmental Impact Statement for the Columbia River

The Columbia River is a major waterway in the Pacific Northwest, providing a vital link between the United States and Canada. The river's health and the communities that depend on it are a top priority for the federal government. This Environmental Impact Statement (EIS) is a key part of the process to ensure that any proposed actions are consistent with the National Environmental Policy Act (NEPA) and the Clean Water Act (CWA).

The EIS will evaluate the potential impacts of the proposed actions on the river's ecosystem, including fish and wildlife, water quality, and sediment transport. It will also consider the cumulative effects of other existing and proposed actions in the area. The goal is to provide decision-makers with the information they need to make informed choices about the future of the Columbia River.

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.

Examples and Templates:

IDDE Program Template and SOPs

Other templates relevant to IDDE can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#idde>

BMP: IDDE Legal Authority

BMP Number (Optional) MCM3-1

Completed (by May 1, 2008)

Ordinances Link or Reference: Board of Selectmen's IDDE Ordinance at <https://www.hampsteadnh.us/stormwater-management>

Department Responsible for Enforcement: Chief Building Official/Code Enforcement

BMP: Sanitary Sewer Overflow (SSO) Inventory

BMP Number (Optional) MCM3-2

Completed (by year 1)

Document Name and/or Web Address:

Description:

Hampstead has no Sanitary Sewer or Overflows. Catch basins have been mapped on the Town's tax maps and have been added to the Town's GIS system.

Responsible Department/Parties:

Measurable Goal(s):

SSO Reporting:

In the event of an overflow or bypass, a notification must be reported within 24 hours by phone to EPA. Follow up the verbal notification with a written notification to EPA and Nhdhes within five days of becoming aware of the SSO occurrence..

The NHDES contacts are:

(603) 271-3503

Mailing:

PO Box 95

Concord, NH 03302-0095

The EPA contacts are:

EPA New England (617) 918-1510

5 Post Office Square

Boston, MA 02109

BMP: Map of Storm Sewer System

BMP Number (Optional) MCM3-3

Phase I Completed
(by year 2)

Phase II Completed
(by year 10)

Document Location and/or Web Address: <https://www.hampsteadnh.us/stormwater-management>

Description:

Hampstead has no Sanitary Storm Sewer servicing the town.

Responsible Department/Parties:

Measurable Goal(s):

Map 100% of outfalls and receiving waters, open channel conveyances, interconnections with other MS4s and other storm sewer systems, municipally-owned stormwater treatment structures, waterbodies identified by name and indication of all use impairments, and initial catchment delineations within 2 years of the permit's effective date. Map 100% of outfall spatial locations, pipes, manholes, catch basins, refined catchment delineations, municipal sanitary sewer system (if available), and municipal combined sewer system (if applicable) within 10 years of the permit's effective date.

BMP: IDDE Program

BMP Number (Optional) MCM3-4

Written Document Completed (by year 1)

Document Name and/or Web Address: Warrant article on 2020 ballot for IDDE zoning ordinance Ordinance available at <https://www.hampsteadnh.us/stormwater-management>

Description:

The town adopted the following warrant article in 2020: "To see if the Town will vote to adopt Article II-4 an Illicit Discharge, Detection, and Elimination (IDDE) Ordinance as part of Land Use Regulations to comply with Municipal Separate Storm Sewer System (MS4) requirements as set forth by the Environmental Protection Agency (EPA)."

Responsible Department/Parties: Highway Department and Chief Building Official/Code Enforcement

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:

Outfall inventory completed and outfall map available at <https://www.hampsteadnh.us/stormwater-management>. Outfall ranking to be completed in year 3.

BMP: Employee Training

BMP Number (Optional) MCM3-5

Description:

Annual review and training of staff and enforcement on IDDE ordinance and procedures.

[Empty text box]

Responsible Department/Parties: Highway Department and Chief Building Official/Code Enforcement

Measurable Goal(s):

Training occurs annually.

BMP: [BMP name here]

BMP Number (Optional) _____

Completed

Document Name and/or Web Address: [Empty text box]

Description:

[Empty text box]

Responsible Department/Parties: [Empty text box]

Measurable Goal(s):

[Empty text box]

Add BMP

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.

Examples and Templates:

Examples and templates relevant to MCM 4, including model ordinances and site inspection templates, can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#csrc>

BMP: Sediment and Erosion Control Ordinance

BMP Number (Optional) MCM4-1

Completed (by May 1, 2008)

Ordinances Link or Reference: Site Plan Review and Subdivision Regulations available at <https://www.hampsteadnh.us/planning-board>

Department Responsible for Enforcement: Planning Board, Chief Building Official/Code Enforcement

BMP: Site Plan Review Procedures

BMP Number (Optional) MCM4-2

Written procedures completed (by year 1)

Document Name and/or Web Address: Site Plan Review and Subdivision Regulations available at <https://www.hampsteadnh.us/planning-board>

Description:

Document procedures in regulations and begin implementation. Conduct pre-construction site inspections and regular inspections during construction.

Responsible Department/Parties: Planning Board, Chief Building Official/Code Enforcement

Measurable Goal(s):

Conduct site plan review of 100% of projects according to the procedures outlined above.

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

BMP Number (Optional) MCM4-3

Completed (by year 1)

Document Name and/or Web Address: Site Plan Review and Subdivision Regulations available at <https://www.hampsteadnh.us/planning-board>

Description:

Enact requirements for construction operator to implement a sediment and erosion control program. Enact requirements to control wastes, including but not limited to, discard building materials, concrete truck wash out, chemical, litter and sanitary wastes. Conduct pre-construction site inspections and regular inspections during construction.

Responsible Department/Parties: Planning Board, Chief Building Official/Code Enforcement

Measurable Goal(s):

Inspect 100% of construction sites as outlined in the above document and take enforcement actions as needed.

BMP:[BMP name here]

BMP Number (Optional) _____

Completed

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

Add BMP

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.

Examples and Templates:

Examples and templates relevant to MCM 5, including model ordinances and bylaw review templates and guidance can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#pcsm>

BMP: Post-Construction Ordinance

BMP Number (Optional) MCM5-1

Completed (by year 2)

Town Ordinances Link or Reference: Site Plan Review and Subdivision Regulations available at <https://www.hampsteadnh.us/planning-board>

Department Responsible for Enforcement: Planning Board, Chief Building Official/Code Enforcement

BMP: Street Design and Parking Lot Guidelines Report

BMP Number (Optional) MCM5-2

Completed (by year 4)

Document Name and/or Web Address: Planning Board, Highway Department

Description:

Complete an inventory and priority ranking of permittee-owned property and existing infrastructure that could be retrofitted with BMPs designed to reduce the frequency, volume and pollutant loads of stormwater discharges to its MS4 through the mitigation of impervious area.

Responsible Department/Parties: Planning Board

Measurable Goal(s):

Recommendations are implemented by 2023 with progress reported annually.

BMP: Green Infrastructure Report

BMP Number (Optional) MCM5-3

Completed (by year 4)

Document Name and/or Web Address: Planning Board, Highway Department

Description:

Report assessing existing local regulation to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist.

Responsible Department/Parties: Planning Board

Measurable Goal(s):

Recommendations are implemented by 2023 with progress reported annually.

BMP: List of Municipal Retrofit Opportunities

BMP Number (Optional) MCM5-4

Completed (by year 4)

Document Name and/or Web Address:

Description:

Prepare inventory of municipal stormwater management, impervious surface and green infrastructure retrofit opportunities.

Responsible Department/Parties:

Measurable Goal(s):

The inventory is completed by 2023 and updated as needed.

BMP:[BMP name here]

BMP Number (Optional) _____

Completed

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

Add BMP

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.

Examples and Templates:

Examples and templates relevant to MCM 6, including SOP templates for catch basin cleaning, street sweeping, vehicle maintenance, parks and open space management, winter deicing, and Stormwater Pollution Prevention Plans can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#gh>

PERMITTEE OWNED FACILITIES

BMP: Parks and Open Spaces Operations and Maintenance Procedures

BMP Number (Optional) MCM6-1

Written Document Completed (by year 2)

Document Name and/or Web Address:

Description:

Create written SOP and O&M procedures including all requirements contained in section 2.3.7.1.a for parks and open spaces. Prepare inventory.

Responsible Department/Parties:

Measurable Goal(s):

Implement the SOP and O&M procedures listed above on 100% of the parks and open spaces.

Properties List (Optional):

BMP: Buildings and Facilities Operations and Maintenance Procedures

BMP Number (Optional) MCM6-2

Written Document Completed (by year 2)

Document Name and/or Web Address:

Description:

Create written SOP and O&M procedures including all requirements contained in section 2.3.7.1.b for buildings and facilities. Prepare inventory.

Responsible Department/Parties:

Measurable Goal(s):

Implement the SOP and O&M procedures listed above on 100% of buildings and facilities.

Properties List (Optional):

BMP: Vehicles and Equipment Operations and Maintenance Procedures

BMP Number (Optional) MCM6-3

Written Document Completed (by year 2)

Document Name and/or Web Address:

Description:

Create written SOP and O&M procedures including all requirements contained in section 2.3.7.1.c for vehicles and equipment. Prepare inventory.

Responsible Department/Parties: Highway Department and Facilities Management Staff

Measurable Goal(s):

Implement the SOP and O&M procedures listed above for 100% of vehicles and equipment according to the above document.

Properties List (Optional):

INFRASTRUCTURE

BMP: Infrastructure Operations and Maintenance Procedures

BMP Number (Optional) MCM6-4

Written Procedure Completed (by year 2)

Document Name and/or Web Address: Highway Department and Facilities Management Staff

Description:

Create written SOP and O&M procedures including all requirements contained in section 2.3.7.1.d for infrastructure. Prepare inventory. Establish and record annually O&M implementation of program activities for maintenance, repair and rehabilitation of MS4 infrastructure.

Responsible Department/Parties: Highway, Town engineer

Measurable Goal(s):

100% of infrastructure is maintained to ensure proper function in accordance with the O&M procedures above.

BMP: Catch Basin Cleaning Program

BMP Number (Optional) MCM6-5

Written Procedure Completed (by year 1)

Document Name and/or Web Address: Highway Department. <https://www.hampsteadnh.us/stormwater-management>

Description:

Establish schedule for catch basin cleaning such that each catch basin is no more than 50% full and clean catch basins on that schedule, ensure proper storage of basin cleanings in section 2.3.7.1.d.ii.

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

All catch basins are cleaned in accordance to the document above such that no catch basin is more than 50% full at any given time.

BMP: Street Sweeping Program

BMP Number (Optional) MCM6-6

Written Procedure Completed (by year 1)

Document Name and/or Web Address: <https://www.hampsteadnh.us/stormwater-management>

Description:

Sweep all (curbed) streets, which now total 1/4 mile in Hampstead and permittee-owned parking lots in accordance with permit conditions. Other curbed areas are owned by the State.

Responsible Department/Parties: Highway Department

Measurable Goal(s):

Annually sweep 100% of all curbed streets and 50% of all municipal parking lots in accordance with the schedule listed above and section 2.3.7.1.d.iii.

BMP: Winter Road Maintenance Program

BMP Number (Optional) MCM6-7

Written Procedure Completed (by year 1)

Document Name and/or Web Address: <https://www.hampsteadnh.us/stormwater-management>

Description:

Establish and implement a program to minimize the use of road salt and evaluate opportunities for use of alternative materials as long as it does not create an unnecessary hazard.

Responsible Department/Parties: Highway Department

Measurable Goal(s):

Evaluate at least one salt/chloride alternative for use in the municipality. Staff training on salt/chloride application techniques and procedures.

BMP: Stormwater Treatment Structures Inspection and Maintenance Procedures

BMP Number (Optional) MCM6-8

Completed (by year 1)

Document Name and/or Web Address: <https://www.hampsteadnh.us/stormwater-management>

Description:

Establish and implement inspection and maintenance procedures and frequencies for stormwater treatment structures.

Responsible Department/Parties: Highway Department and Highway Department and Facilities Management

Measurable Goal(s):

Inspect and maintain 100% of treatment structures to ensure proper function.

BMP: SWPPP

BMP Number (Optional) MCM6-9

Completed (by year 2)

Document Name and/or Web Address: <https://www.hampsteadnh.us/stormwater-management>

Description:

Develop and implement a written SWPP for facilities described in section 2.3.7.1.a-d.

Responsible Department/Parties: Highway Department and Facilities Management Staff

Measurable Goal(s):

Develop and implement SWPPs for 100% of facilities.

BMP:

BMP Number (Optional) _____

Completed

Document Name and/or Web Address: _____

Description:

Responsible Department/Parties: _____

Measurable Goal(s):

Add BMP

Annual Evaluation

Year 1 Annual Report

Document Name and/or Web Address:

Annual Report May 1, 2018 to June 30, 2019

Year 2 Annual Report

Document Name and/or Web Address:

Year 3 Annual Report

Document Name and/or Web Address:

Year 4 Annual Report

Document Name and/or Web Address:

Year 5 Annual Report

Document Name and/or Web Address:

Year X Annual Report

Document Name and/or Web Address:

Add a Year

TMDLs and Water Quality Limited Waters

Select the applicable Impairment(s) and/or TMDL(s).

Impairment(s)

- Bacteria/Pathogens Chloride Nitrogen Phosphorus
 Solids/oil/grease (hydrocarbons)/metals

TMDL(s) (Appendix F)

- Bacteria/ Pathogens Chloride Lake and Pond Phosphorus

Clear Impairments and TMDLs

Alternative TMDL Plans (if applicable)

- Alternative Bacteria/Pathogens Reduction Plan

can be found (document name or web address):

- Alternative Chloride Reduction Plan

can be found (document name or web address):

- Alternative Lake and Pond Phosphorus Reduction Plan

can be found (document name or web address):

Bacteria/Pathogens

Combination of Impaired Waters Requirements and TMDL Requirements as Applicable

Applicable Receiving Waterbody(ies)	TMDL Name (if applicable)	Add/Delete Row
Wash Pond	NHLAK700061101-03-02	<input type="checkbox"/> + <input type="checkbox"/> -
Sunset Lake - Sunset Park Beach (private)	NHLAK700061101-03-03	<input type="checkbox"/> + <input type="checkbox"/> -
Kelly Brook-Seaver Brook	NHLAK700061401-04	<input type="checkbox"/> + <input type="checkbox"/> -

Annual Requirements Beginning Year 1

Rank outfalls to these receiving waters as high priority for IDDE implementation in the initial outfall ranking

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Public Education and Outreach

(Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information))

Annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Disposal of pet waste information is posted on the Town's website.

Permittee or its agents disseminate educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Flyers are available at the Town Clerk/Tax Collectors office concerning dog waste, which can be provided upon registration of a dog.

Provide information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

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Phosphorus Impairment

Applicable Receiving Waterbody(ies)	TMDL Name (if applicable)	Add/Delete Row
Island Pond	NHLAK700061101-01-01	<input type="button" value="+"/> <input type="button" value="-"/>
Angle Pond	NHLAK700061403-01-01	<input type="button" value="+"/> <input type="button" value="-"/>

Annual Requirements Beginning Year 1

Rank outfalls to these receiving waters as high priority for IDDE implementation in the initial outfall ranking

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Adhere to requirements in part II of Appendix H

Public Education and Outreach

(Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information))

Distribute an annual message in the spring(April/May) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release and phosphorus-free fertilizers

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Material is available at the Town Offices and on the Town's website.

Distribute an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Distribute an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

Increase street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Establish procedures to properly manage grass cuttings and leaf litter on permittee property, including prohibiting blowing organic waste materials onto adjacent impervious surfaces

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Stormwater Management in New Development and Redevelopment

Retrofit inventory and priority ranking under 2.3.6.1.b. shall include consideration of BMPs to reduce nitrogen discharges

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Potential structural BMPs

Any structural BMPs listed in Table 3 of Attachment 1 to Appendix H already existing or installed in the regulated area by the permittee or its agents shall be tracked and the permittee shall estimate the phosphorus removal by the BMP consistent with Attachment 1 to Appendix H. Document the BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated phosphorus removed in pass per year by the BMP in each annual report

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Requirements Due by Year 2

Stormwater Management in New Development and Redevelopment

The requirement for adoption/amendment of the permittee's ordinance or other regulatory mechanism shall include a requirement that new development and redevelopment stormwater management BMPs be optimized for phosphorus removal

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Requirements Due by Year 4

Complete a Phosphorus Source Identification Report

The document name (if attached) and/or web address is/are:

Stormwater Management in New Development and Redevelopment

Retrofit inventory and priority ranking under 2.3.6.1.b. shall include consideration of BMPs that infiltrate stormwater where feasible

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Requirements Due by Year 5
Potential Structural BMPs

Evaluate all permittee-owned properties identified as presenting retrofit opportunities or areas for structural BMP installation under Permit part 2.3.6.d.ii or identified in the Phosphorus Source Identification Report that are within the drainage area of the impaired water or its tributaries

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Complete a listing of planned structural BMPs and a plan and schedule for implementation

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

