



**BRP WM 08A NPDES Stormwater General Permit Notice of Intent  
for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)**  
F. Storm Water Management Program TIME FRAMES

**Town of Topsfield**

Program Element	Best Management Practice	BMP ID #	Activity	PERMIT YEAR ONE				PERMIT YEAR TWO				PERMIT YEAR THREE				PERMIT YEAR FOUR				PERMIT YEAR FIVE				Next Permit
				Spring 03	Summer 03	Fall 03	Winter 03-04	Spring 04	Summer 04	Fall 04	Winter 04-05	Spring 05	Summer 05	Fall 05	Winter 05-06	Spring 06	Summer 06	Fall 06	Winter 06-07	Spring 07	Summer 07	Fall 07	Winter 07-08	
1. Public Education and Outreach	Develop Educational Resources	1-A	Obtain educational materials including books, videos, and posters																					
			Place educational materials in Town Library						X															
			Make educational materials available to schools																					
	Provide educational materials to general public	1-B	Publish informative articles in local newspapers				X																X	
			Show stormwater videos on local cable TV							X													X	
			Create and maintain a stormwater web page on Town's website																					
			Mail generic stormwater information to residents							X													X	
2. Public Participation and Involvement	Create a Volunteer Stormwater Organization	2-A	Create organization, educate group, and create subcommittees																					
			Encourage volunteer projects in the local high school and Boy Scout Troop																					
		2-B	Collect historical water quality data from existing watershed groups				X					X												
			2-C	Conduct water quality sampling and analysis of Ipswich River							X													
				School and Cleveland Brooks												X								
		Pye Brook, Howlett, Brook, and Mile Brook																	X					
Fish Brook and Nichols Brook																					X			
2-D	Coordinate with Ipswich River Watershed Association and Topsfield Audubon Society headquarters for annual cleanup of Ipswich River																							
	Organize an "Adopt-a-Brook" program to facilitate cleanup of small watersheds																							
3. Illicit Discharge Detection and Elimination	Map Town stormwater drainage system. Identify all outfalls and receiving waters.	3-A	Map drainage system 20% per year																					
			Develop draft ordinance																					
	Ordinance or prohibition for illicit discharge and elimination.	3-B	Finalize ordinance																					
			Propose ordinance at Town Meeting																					
Develop and implement an Illicit Discharge Detection Plan	3-C	Evaluate current detection program																						
		Investigate 35% of system																						
		Investigate 30% of system																						
Implementation of detection complete																					X			
Public education to businesses regarding improper disposal of waste	3-D	Develop brochures or obtain posters																						
4. Construction Site Runoff Control	Develop regulatory mechanism to require erosion and sedimentary controls, as well as sanctions to ensure compliance	4-A	Review and revise as necessary, existing Wetlands, Planning Board Subdivision and Zoning bylaws.																					
			Develop regulatory requirements for construction site operators to implement erosion and sediment control (ESC) Bumps																					
			Develop regulatory requirements for construction site operators to control waste (building materials, chemicals, litter, etc.) that may impact water quality.																					
			Develop regulatory criteria for subdivision control, site plan review, and special permits that consider water quality and wetland impacts.																					
	Town votes on new or revised Bylaws and Regulations																							
5. Post-Construction Runoff Control	Develop, implement, and enforce a program to address storm water runoff from new development and redevelopment projects to the extent possible.	5-A	Review and revise as necessary, existing Wetlands, Planning Board Subdivision and Zoning bylaws.																					
			Determine need for an Erosion and Sedimentary Control Bylaw																					
Town votes on new or revised Bylaws and Regulations																								
6. Pollution Prevention Housekeeping of Municipal Operations	Develop Maintenance Schedule for Maintenance Activities/Pollution Prevention Plan	6-B	Catch Basin Cleaning/Street Sweeping/Ditch Maintenance																					
			Consider and Implement the use of alternative deicing chemicals for snow and ice removal																					
			Sand/Salt Storage Run-off from Parking lots/Public Works Operations 33% per Year																					
	Review Controls for Reducing Discharge of Pollutants	6-B	Evaluate other Town Buildings/Facilities 50% per year																					
			Bring all Town Buildings/Facilities into compliance																					X
Develop procedure for Proper Disposal of Catch Basin Cleanings	6-B	Evaluate current procedures																						
		Develop new procedure if applicable																					X	
Implement Procedure																						X		