



# Part B - General Permit Registration Form for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4)

Please complete this form in accordance with the general permit (DEP-PED-GP-021) in order to ensure the proper handling of your registration. Print or type unless otherwise noted.

DEP USE ONLY	
Application No.	_____
Permit No.	_____
Town I.D.	_____

## Part I: Registrant Information

1. Name of Town/City: **TOWN OF REDDING**

Name of Chief Elected Official (CEO) or Principal Executive Officer (PEO):  
**NATALIE T. KETCHAM** Title: **FIRST SELECTWOMAN**

Mailing Address: **100 HILL ROAD, P.O. BOX 1028**

City/Town: **REDDING** State: **CT** Zip Code: **06875**

Business Phone: **203 938-2002** ext. Fax: **203 938-8816**

Contact Person: Title:

Check here if there are adjacent towns or other entities with which you will be coordinating implementation of your Stormwater Management Plan for a portion of your MS4 (See Section 6(b)(3) of the general permit). If so, label and attach additional sheet(s) with the required information as supplied above.

2. List primary contact for departmental correspondence and inquiries, if different than the CEO/PEO

Name: **TOM GORMLEY**

Mailing Address: **P.O. BOX 1028**

City/Town: **REDDING** State: **CT** Zip Code: **06875**

Business Phone: **203 938-8517** ext. Fax: **203 938-5027**

E-Mail:

Contact Person: Title: **ZEO**

3. List any engineer(s) or other consultant(s) employed or retained to assist in preparing the registration.

Check here if additional sheets are necessary, and label and attach them to this sheet.

Name: **JACOB MULLER**

Mailing Address: **100 HILL ROAD, P.O. BOX 1028**

City/Town: **REDDING** State: **CT** Zip Code: **06875**

Business Phone: **203 938-5817** ext. Fax:

E-Mail:

Contact Person: Title:

Service Provided: **REGISTRATION & STORMWATER MANAGEMENT PLAN PREPARATION.**

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## Part II: Site Information

1. Is there any activity included in your Stormwater Management Plan that would adversely affect properties listed or eligible for listing in the National Register of Historic Places?  Yes  No

If yes, the registrant must be in compliance with requirements of the National Historic Preservation Act and must coordinate with the appropriate State Historic Preservation Officer to avoid or minimize impacts from any necessary activities.

2. Is there any activity included in your Stormwater Management Plan that is located within the coastal boundary as delineated on DEP approved coastal boundary maps?  Yes  No

If yes, and this application is for a new authorization or for a modification of an existing permit, you must submit a *Coastal Consistency Review Form* (DEP-APP-004) with your application as Attachment A.

For forms or assistance, please call the Permit Assistance Office at 860-424-3003.

3. Is there any activity included in your Stormwater Management Plan that is located within an area identified as a habitat for endangered, threatened or special concern species as identified on the "State and Federal Listed Species and Natural Communities Map"?

Yes  No Date of Map: 7/2002

If yes, complete and submit a *Connecticut Natural Diversity Data Base (CT NDDDB) Review Request Form* (DEP-APP-007) to the address specified on the form.

When submitting this permit application, please include copies of any correspondence to the NDDDB, including copies of the completed CT NDDDB Review Request Form, any field surveys, and any other information which may lead you to believe that endangered or threatened species may or may not be located in the area of your existing or proposed permitted activity, as Attachment B.

Has a field survey been conducted to determine the presence of any endangered, threatened or special concern species?  Yes  No If yes, provide:

Biologist's Name:

Address:

and submit a copy of the field survey with your application as an Attachment as specified above.

## Part III: Supporting Documents

Please check the attachments submitted as verification that *all* applicable attachments have been submitted with this application form. When submitting any supporting documents, please label the documents as indicated in this part (e.g., Attachment A, etc.) and be sure to include the applicant's name as indicated on the *Permit Application Transmittal Form*.

- Attachment A: Coastal Consistency Review Form: Activities within the state's coastal area, which includes the coastal boundary, must be consistent with the Connecticut Coastal Management Act (Sections 22a-90 through 22a-112 CGS). You may be required to complete a *Coastal Consistency Review Form* (DEP-APP-004) to demonstrate that the activity is consistent with the standards and policies of the Connecticut Coastal Management Act.
- Attachment B: CT NDDDB Information: Submit copies of any correspondence provided to or received from the CT NDDDB program, including a copy of a completed *CT NDDDB Request Form* (DEP-APP-007) and copies of any field surveys previously conducted to determine the presence of any endangered, threatened or special concern species.

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### Part IV: Registrant Certification

The registrant *and* the individual(s) responsible for actually preparing the registration must sign this part. A registration will be considered incomplete unless all required signatures are provided.

"I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief.

I certify that this permit registration is on complete and accurate forms as prescribed by the Commissioner without alteration of the text.

I also certify under penalty of law that I have read and understand all requirements of the General Permit for the Discharge of Stormwater from a Municipal Separate Storm Sewer System issued on January 9, 2004 and that all requirements for authorization under the general permit are met and that a system is in place to ensure that all terms and conditions of this general permit will continue to be met for all discharges authorized by this general permit for the municipality. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowingly making false statements."

Signature of CEO/PEO or designee  
[as specified in RCSA Section 22a-430-3(b)(2)(B)]

Date

**NATALIE T. KETCHAM**

Name of CEO/PEO or designee (print or type)

**FIRST SELECTWOMAN**

Title (if applicable)

Signature of Preparer (if different than above)

Date

**JACOB MULLER**

Name of Preparer (print or type)

Title (if applicable)

Check here if additional signatures are necessary.  
If so, please reproduce this sheet and attach signed copies to this sheet.

Note: Please submit the Permit Application Transmittal Form, Application Form, Fee, and all Supporting Documents to:

STORMWATER PERMIT COORDINATOR  
BUREAU OF WATER MANAGEMENT  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
79 ELM STREET  
HARTFORD, CT 06106-5127

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Part V: Best Management Practice List (BMP)

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BMP ID	Public Education	Responsible Dept. or Person	Measurable Goal
1-1	DEVELOPMENT OF AN STORMWATER INFORMATIONAL WEBSITE.	ZEO	SEE ATTACHED
1-2	STORMWATER INFORMATIONAL PACKETS TO BE MASS MAILED	ZEO	SEE ATTACHED
1-3	DEVELOP A ILLEGAL CONNECTION FACT SHEET	HIGHWAY	SEE ATTACHED
1-4	REVIEW OF 3 <sup>RD</sup> PARTY DOCUMENTS FOR POTENTIAL USE	FIRST SELECTMAN	SEE ATTACHED
1-5	INTERACTION WITH WATERSHED ASSOCIATIONS	FIRST SELECTMAN	SEE ATTACHED
1-6			
1-7			
1-8			
1-9			
1-10			
<b>BMP ID: Public Participation</b>			
2-1	Develop public involvement/participation program	ZEO	SEE ATTACHED
2-2	Comply with state and local public notice and FOI requirements	ZEO	SEE ATTACHED
2-3	HOUSEHOLD HAZARDOUS MATERIAL COLLECTION DAY	HEALTH	SEE ATTACHED
2-4	COLLECTION OF WASTE MOTOR OIL AND FILTERS	TRANSFER STA.	SEE ATTACHED
2-5	GENERAL TOWN-WIDE ROADSIDE CLEANUP	HIGHWAY	SEE ATTACHED
2-6	NORWALK RIVER CLEANUP		SEE ATTACHED
2-7	SAUGATUCK RIVER WATERSHED		SEE ATTACHED
2-8			
2-9			
2-10			
<b>BMP ID: Illicit Discharge Detection &amp; Elimination</b>			
3-1	Map outfalls greater than 15' in Urbanized Area (Year 2)	ASSESSOR	SEE ATTACHED
3-2	Map outfalls greater than 15" in town-wide (Year 3)	ASSESSOR	SEE ATTACHED
3-3	Map outfalls greater than 12" in Urbanized Area (Year 4)	ASSESSOR	SEE ATTACHED
3-4	Develop program to detect and eliminate illicit discharges	HEALTH	SEE ATTACHED
3-5	Develop illicit discharge ordinance	HEALTH	SEE ATTACHED
3-6	DEVELOPMENT OF A TOWN-WIDE GIS, PENDING FUNDING	ASSESSOR	SEE ATTACHED
3-7	REVIEW OF SEPTIC DESIGN AND INSTALLATION	HEALTH	SEE ATTACHED
3-8	AQUARIAN REVIEW/INSPECTION OF WATERSHED AREAS	HEALTH	SEE ATTACHED
3-9			
3-10			

BMP ID/Construction Site Runoff Control	Responsible Dept. or Person	Measurable Goal
4-1 Review land use regulations to meet requirements of MS4 permit and E&S Guidelines	ZONING COMM.	SEE ATTACHED
4-2 E&S PLAN SUBMISSION AND REVIEW BY THE ZONING COMMISSION	ZONING COMM.	SEE ATTACHED
4-3 INSTALLATION OF PROPER E&S CONTRROLS	ZEO	SEE ATTACHED
4-4 USE OF CT GUIDELINES FOR SOIL EROSION & SED. CONTROLS	ZONING COMM.	SEE ATTACHED
4-5 INSPECTION OF E&S CONTROLS	ZEO	SEE ATTACHED
4-6 REFERENCE TO THE DEWATERING GEN. PERMIT TO APPLICANTS	ZONING COMM.	SEE ATTACHED
4-7 ALL SITES TO REMAIN "ORDERLY" AS A PERMIT REQUIREMENT	ZONING COMM.	SEE ATTACHED
4-8		
4-9		
4-10		
<b>BMP ID/Post Construction Runoff Control</b>	<b>Responsible Dept. or Person</b>	<b>Measurable Goal</b>
5-1 Review land use regulations to meet requirements of MS4 permit and E&S Guidelines		SEE ATTACHED
5-2 Develop post-construction ordinance or regulation		SEE ATTACHED
5-3 Develop and implement post-construction BMP strategy		SEE ATTACHED
5-4 Develop program to ensure long-term operation and maintenance of BMPs		SEE ATTACHED
5-5 APPLICANTS TO HAVE ENGINEER CERTIFY PLANS W/ PHASE II		SEE ATTACHED
5-6		
5-7		
5-8		
5-9		
5-10		
<b>BMP ID/Good Housekeeping</b>	<b>Responsible Dept. or Person</b>	<b>Measurable Goal</b>
6-1 Develop training program for municipal employees	HIGHWAY	SEE ATTACHED
6-2 Sweep streets at least once a year as soon as possible after snowmelt	HIGHWAY	SEE ATTACHED
6-3 Evaluate Urbanized Area for possible sweeping more than once a year	HIGHWAY	SEE ATTACHED
6-4 Develop program to evaluate and clean stormwater structures at least once a year	HIGHWAY	SEE ATTACHED
6-5 Develop program to evaluate and prioritize system for upgrade and/or repair	HIGHWAY	SEE ATTACHED
6-6 IMPLEMENT A O&M PLAN FOR FACILITIES MANAGEMENT	HIGHWAY	SEE ATTACHED
6-7		
6-8		
6-9		
6-10		
<b>BMP ID/Monitoring</b>	<b>Responsible Dept. or Person</b>	<b>Measurable Goal</b>
S-1 Sample 6 outfalls once a year	HEALTH	SEE ATTACHED
S-2 ANNUAL REPORTING	ZEO	SEE ATTACHED

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Part VIA: Best Management Practice Timeline

BMP ID	Permit Year One				Permit Year Two				Permit Year Three				Permit Year Four				Permit Year Five				Next Permit
	Spring 2004	Summer 2004	Fall 2004	Winter 2004-05	Spring 2005	Summer 2005	Fall 2005	Winter 2005-06	Spring 2006	Summer 2006	Fall 2006	Winter 2006-07	Spring 2007	Summer 2007	Fall 2007	Winter 2007-08	Spring 2008	Summer 2008	Fall 2008	Winter 2008-09	
<b>Public Education</b>																					
1-1																					
1-2	DONE																				
1-3																					
1-4																					
1-5																					
1-6																					
1-7																					
1-8																					
1-9																					
1-10																					
<b>Public Participation</b>																					
2-1	DONE																				
2-2	DONE																				
2-3	DONE																				
2-4	DONE																				
2-5	DONE																				
2-6	DONE																				
2-7																					
2-8																					
2-9																					
2-10																					
<b>Illicit Discharge Detection &amp; Elimination</b>																					
3-1																					
3-2																					
3-3																					
3-4																					
3-5																					
3-6																					
3-7	DONE																				
3-8	DONE																				
3-9																					
3-10																					

Work in Progress

X Task Completed as a One-time Event During that Quarter

Done Task Completed

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BMP ID	Permit Year One		Permit Year Two		Permit Year Three		Permit Year Four		Permit Year Five		Next Permit
	Spring 2004	Fall 2004	Spring 2005	Fall 2005	Spring 2006	Fall 2006	Spring 2007	Fall 2007	Spring 2008	Fall 2008	

**Construction Site Runoff Control**

4-1	DONE											
4-2	DONE											
4-3	DONE											
4-4	DONE											
4-5	DONE											
4-6												
4-7	DONE											
4-8												
4-9												
4-10												

**Post Construction Runoff Control**

5-1												
5-2												
5-3												
5-4												
5-5												
5-6												
5-7												
5-8												
5-9												
5-10												

**Good Housekeeping**

6-1												
6-2	DONE											
6-3	DONE											
6-4	DONE											
6-5	DONE											
6-6												
6-7												
6-8												
6-9												
6-10												

**Monitoring**

S-1												
S-2												

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**ATTACHMENT**  
**SUPPORTING DOCUMENTS FOR PART B - GENERAL PERMIT FOR THE**  
**DISCHARGE OF STORMWATER FROM SMALL MUNICIPAL SEPARATE**  
**STORM SEWER SYSTEMS**

Town of Redding  
Phase II General Permit  
Supporting Documents

The Town of Redding has developed a list of Best Management Practices (BMP's) to fulfill the requirements listed in the six minimum controls in the Phase II General Permit Part B Registration form. Listed below are the measurable goals the Town will use to evaluate the effectiveness of the existing and proposed BMP's.

**1. Public Education**

**1-1 Develop and implement a Stormwater Internet homepage**

The Stormwater internet page will be in development in the third quarter of 2006 and will be complete by the end of the year. The stormwater web page will be available to the public and employees through any Internet connection. The page will contain information to educate the citizens, business owners and town employees. The web page will expand its information and content over time.

**1-2 Stormwater informational packets to be mass mailed via town correspondences**

The town has started to insert informational packets recommending general property maintenance with keeping the standards set in the Phase II General Permit. A brochure, developed by the Norwalk River Watershed Association, was sent recently attached with tax bills. The town plans to continue this bi-annually, varying the brochure content.

**1-3 Develop an illegal connection fact sheet**

The town will be developing an illegal connection fact sheet or brochure that will be sent in the future, see BMP 1-2. The proposed informational sheet will discuss proper and illegal connections to the Town of Redding stormwater system to avoid future pollutant sources.

**1-4, 1-5 Review and use of 3<sup>rd</sup> Party sources and Watershed resources**

The town currently has affiliations with various associations and programs that are working together to eliminate stormwater pollutants. The town will continue to review 3<sup>rd</sup> Party information that can be submitted or become a part of its stormwater Internet page. Currently, the town works with the Norwalk River Watershed Association (NRWA), Housatonic Resources Recovery Authority & the Southwest Conservation District to assist the public, business owners and town employees to educate and guide in various stormwater maintenance practices and other environmental concerns to achieve clean and habitable open & green spaces.

**2. Public Participation**

**2-1 Develop public involvement/participation program**

The town has public participation through several different public hearings, board of selectman and commission meetings. These meetings, walk-ins, appointments and phone conversations allow for the citizens and business owners to ask questions, make comments and recommendations and register complaints to the proper departments. These practices will continue to be followed as a part of the requirement for this BMP. The interaction with the citizens and business owners will be an important role in maintaining permit compliance. The communication with the public will be recorded and investigated to verify a continued interaction with the public.

Town of Redding  
Phase II General Permit  
Supporting Documents

**2-2 Comply with state and local public notice and FOI requirements**

The town follows the FOI requirements throughout town departments. The permit administrator will maintain logs of the public information requests and attach to the Stormwater Management Plan as necessary.

**2-3, 2-4 Waste Oil & Household Hazardous Waste Collection Days**

The various clean up and collection days are completed on an annual basis. These days require participation from the public to occur. The town participates in a multi-town household hazardous collection day, collected in Danbury.

**2-5 & 2-6 General roadside and the Norwalk River clean-up**

These two clean-ups are completed in the spring of each year, typically late April. The roadside clean-up is conducted with assistance from the town highway. The NRWA works with the town to organize an effective Norwalk River clean up.

**2-7 Saugatuck River Watershed Partnership**

The Chief Elected Officials of the 11 surrounding towns and cities in the watershed have signed an agreement to preserve the water quality along the Saugatuck River. The new watershed partnership will continue to develop and along for additional public partition to achieve the goals set forth by the partnership.

**3. Illicit Discharge Detection & Elimination**

**3-1, 3-2, 3-3 & 3-6 Mapping of outfalls as required by the General Permit**

The Town has procured funding for a town-wide Geographic Information System (GIS). The GIS project is in a multi-year phase program. The initial flyover has been completed and the base mapping of the GIS is scheduled to be developed next the year. The connection of the outfalls will be amended to the GIS phase plan. It is anticipated the GIS system will not be completed until late 2009.

**3-4, 3-5 & 3-8 Program to detect and eliminate illicit discharges and ordinance**

Currently, the Health department investigates complaints and observes illegal connections to the storm drain system. The ordinance will need time to be developed and approved. The effectiveness of this program and ordinance will be measured during the course of the year by properly notifying owners of illicit discharges and verifying their elimination. Also, Aquarian Water Company completes inspections of the watersheds located within the town. The inspection program is a 3-year investigation and submits annual reports describing potential leaking or failing septic systems for review by the Health department.

**3-7 Review of septic design and installation**

The Health department reviews the design and installation of proposed septic systems to verify the system is meeting the current standards. This review process helps to ensure all new septic systems will maintain its effluent.

Town of Redding  
Phase II General Permit  
Supporting Documents

**4 Construction Site Runoff Control**

**4-1, 4-2, 4-3, 4-4, 4-5 & 4-7** Zoning regulations have proper erosion and sedimentation guidelines

The existing Zoning Regulations provide the necessary guidance for site owners to design and install erosion and sedimentation controls. The effectiveness of these BMP's is measured on a daily basis. The erosion and sedimentation control measures are reviewed in the design phase and inspection of the measures after installation and during the construction phase. The constant review and inspection of the various stages of the erosion and sedimentation controls allows the town to evaluate the BMP's effectiveness for each specific construction site.

**4-6** Reference to the Dewatering General Permit

The Zoning Commission will reference the General Permit to all site owners to review the requirements and determine if the owner needs to submit the permit application. The reference to the General Permit will be written into the development\subdivision applications.

**5 Post Construction Runoff Control**

**5-1, 5-2, 5-3, 5-4, & 5-5** Development of a post-construction stormwater runoff ordinance

The Town currently uses some of these practices in the Zoning Regulations. The development of an ordinance and/or regulations will be developed to ensure all aspects of the Post Construction Runoff Control minimum control measure will be drafted and implemented by the dates listed in the Part B registration. This BMP program will be completed in stages to allow that measurable goals can be achieved, for example draft and final ordinance or regulation. The importance of these BMP's will allow the town to develop programs to allow future developments to build or plan to achieve future permit advancement.

**6 Good Housekeeping**

**6-1 & 6-6** Develop training program and an O&M plan for municipal employees

The existing training program for the Phase I permit will be used as a guide to develop the town-wide employee-training program. The Operation and Maintenance Plan will be developed by representatives of several departments to have a comprehensive maintenance plan for town facilities and the stormwater system.

**6-2, 6-3 & 6-4** Street sweeping procedures

The Town currently sweeps all streets in the spring each year. If the weather permits, the streets will be swept in the winter. The streets are swept at these rates to reduce the collection of pollutants migrating to the storm sewer system. The cleaning of storm sewer structures is completed twice a year, in the spring and fall. The catchbasins are cleaned in the spring to reduce the collection of pollutants discharging to town and state watercourses.

**6-5** Develop a program to repair and/or replace stormwater structures

The stormwater structures are repaired as needed. The town has also been installing new stormwater structures to alleviate potential damage to existing structures. This BMP is on-going from year to year to maintain the existing and new stormwater structures located in the town.