



# OFFICE OF COMMUNITY DEVELOPMENT

## MEMO

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**MEMO TO:** Board of Selectmen  
David J. Kale, Town Administrator

**FROM:** Glenn R. Clancy, P.E.

**SUBJECT:** Stormwater By-Law - Draft Rules and Regulations

**DATE:** November 27, 2013

Section 34.3.1 of the Stormwater Management and Erosion Control By-Law requires the Board of Selectmen to adopt rules and regulations relating to the requirements, procedures, administration and enforcement of the by-law, after conducting a public hearing to receive comments on any proposed rules and regulations.

Attached are draft rules and regulations. In summary, the following is included in the document:

- Specific design and installation requirements for sanitary sewer and storm drain services

A new requirement has been added to our existing sewer and drain installation rules and regulations requiring new services to run to the main. Use of existing portions of services will no longer be allowed unless the existing portion is lined in place. This will help address clean water and infiltration/inflow issues.

- Erosion controls must be in place prior to the issuance of a demolition permit

For new construction occurring after a property has been demolished erosion controls (silt fencing, hay bales, etc) must be in place prior to demolition in order to mitigate potential erosion from storm events or general site activities.

- Specific requirements for an Operation and Maintenance plan have been developed.

It is important to know who will assume operating and maintenance responsibilities for stormwater systems. Also, the developer will be responsible for providing certification that systems have been installed, responsible parties have been notified of requirements moving forward and that the site has been properly stabilized to prevent erosion.

- A permit fee schedule has been developed:

Sanitary Sewer or Storm Drain Permit	\$100.00
Stormwater Management and Erosion Control – (1 and 2 family)	\$300.00
Stormwater Management and Erosion Control – (other commercial)	\$500.00

Fees are meant to capture administrative and inspectional requirements. I have made a best guess estimate of the time we will be dedicating to each element of the by-law.

I will be available to present detailed information on the evening of December 2, 2013.