



# STORMWATER MANAGEMENT PLAN

## TOWN OF BURLINGTON

PROJECT NO.: 5251425001

### PREPARED FOR:

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## **TOWN OF BURLINGTON**



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**JULY 2025**

This plan is based on a template originally created by Western Connecticut Council of Governments staff and modified for statewide use by staff from UConn Center for Land use Education and Research (CLEAR).



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## 1. INTRODUCTION

This Stormwater Management Plan (SMP) was developed by the Town of Burlington to protect water quality and reduce the discharge of pollutants from the municipality's storm sewer system to the maximum extent practicable (MEP). This SMP addresses the requirements established by the CT Department of Energy and Environmental Protection's (DEEP) General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4 General Permit). This permit is the local enforcement mechanism of the U.S. Environmental Protection Agency's (EPA) National Pollutant Discharge Elimination System (NPDES) Stormwater Phase II Rule.

### 1.1 SMP Structure

The plan outlines a program of best management practices (BMPs), measurable goals, responsible individuals or departments, and implementation schedules for the following six minimum control measures:

- (1) Public Education and Outreach
- (2) Public Involvement and Participation
- (3) Illicit Discharge Detection and Elimination
- (4) Construction Site Stormwater Runoff Control
- (5) Post-construction Stormwater Management in New Development and Redevelopment
- (6) Pollution Prevention/Good Housekeeping

### 1.2 Area Subject to Plan

The measures identified in this SMP will be applied throughout the boundaries of the Town of Burlington except as otherwise noted and be consistent with the MS4 General Permit requirements. Stormwater discharge from municipally owned facilities subject to the DEEP Industrial Stormwater General Permit will continue to be regulated under the conditions of that permit.

### 1.3 SMP Development

An interdepartmental committee led by the Public Works Department and including representatives from the Board of Selectmen, and Zoning Enforcement was assembled to coordinate the development and implementation of the SMP. The SMP's implementation will be tracked and documented in Annual Reports summarizing stormwater management activities carried out by the town and its partners. These reports will be submitted to DEEP on an annual basis no later than April 1.

### 1.4 Description of Municipality

The operator of the MS4 is the Town of Burlington. The Town of Burlington is a public entity located in Hartford County, Connecticut. The Town of Burlington covers an area of approximately 30.4 square miles. The Connecticut Department of Transportation (DOT) operates an MS4 on state highways located in the Town of Burlington. This system is regulated under the CT DOT's MS4 permit. Implementation of the BMPs identified in this plan will be coordinated between the Town of Burlington and CT DOT.

### 1.5 Impaired Waters

In preparing the SMP, the CT DEEP's Water Quality Standards were reviewed to determine Surface Water Quality Classifications for each watercourse in town. Certain BMP's address the watersheds containing watercourses designated as "impaired" by the CT DEEP. Table 1 shows the water quality classification for each watershed. No water bodies that are within or that run through the municipality appear on the 2022 List of Impaired Waters for Connecticut, Appendix B-1.



**Table 1 – Water Quality Classifications, Burlington, CT**

Drainage Basin Number	Name	Surface Water Quality Classification	Impaired per Water Quality Standards
4300-00-03	Farmington River	B	No
4310-00-01	Nepaug River	A	No
4310-11	Clear Brook	A	Not assessed
4310-12	Phelps Brook	A	Not assessed
4311-00	Burlington Brook	A	No
4313-00	Poland River	AA	No
4314-00	Coppermine Brook	A	No

The surface water classifications currently assigned to Town of Burlington watercourses are defined below.

#### Class AA

Designated uses include existing or proposed drinking water supply, fish and wildlife habitat, recreational use (may be restricted), agricultural and industrial supply.

#### Class A

Surface water is known or presumed to meet Water Quality Criteria which support designated uses, which may include potential drinking water supply; fish and wildlife habitat; recreational use; agricultural and industrial supply; and other legitimate uses, including navigation.

#### Class B

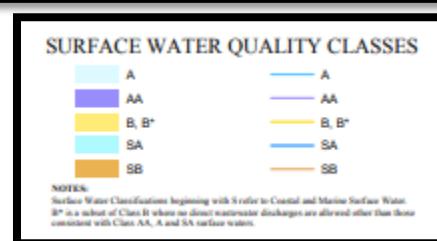
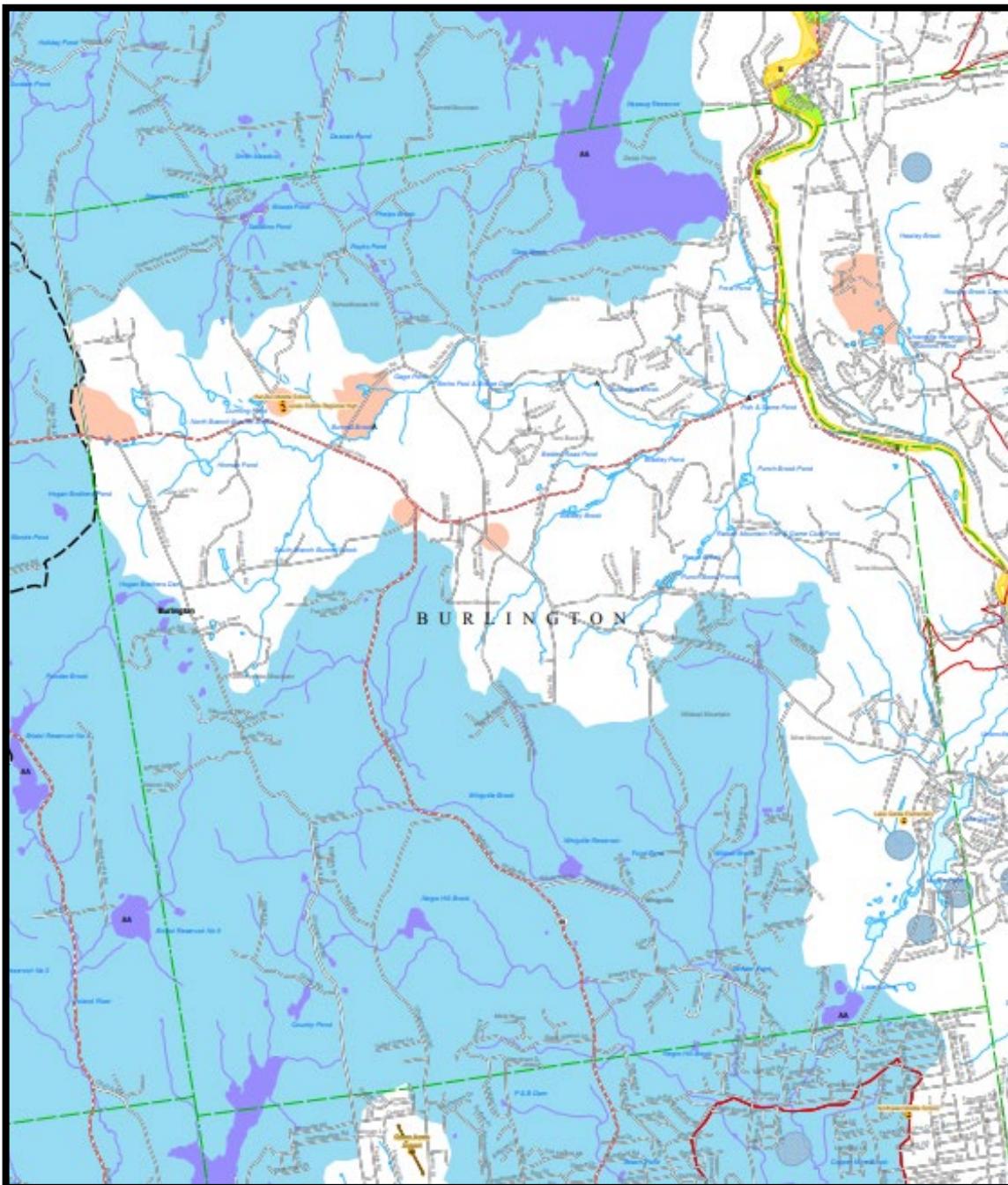
Designated uses: recreational use; fish and wildlife habitat; agricultural and industrial supply; and other legitimate uses, including navigation.

Includes discharges similar to those allowed in Class A as well as cooling waters, discharges from industrial and municipal wastewater treatment facilities (providing Best Available Treatment and Best Management Practices are applied), and other discharges subject to the provisions of section 22a-430 of the Connecticut General Statutes.

Based on the DEEP Surface Water Quality Classifications, the Farmington River is identified as the surface water that should take the highest priority in the Town's efforts to address stormwater impacts. This was taken into consideration as the BMPs were developed.



**Figure 1**  
**Water Quality Classifications, Burlington, CT**





## 2. PUBLIC EDUCATION AND OUTREACH

This minimum control measure outlines a program to communicate common sources of stormwater pollution and the impacts of polluted stormwater to the public. This will be done through distributing educational materials to the community and conducting outreach activities. The following BMPs and implementation schedule serve as Burlington's MS4 Public Education Program.

### Goals:

- *Raise public awareness that polluted stormwater runoff is the most significant source of water quality problems;*
- *Motivate residents to use Best Management Practices (BMPs) that reduce polluted stormwater runoff; and*
- *Reduce polluted stormwater runoff in town through increased awareness and utilization of BMPs.*

### 2.1 Implement Public Education Program

Burlington will collect and distribute stormwater educational materials that, at a minimum, address the impacts of the following on water quality: pet waste; impervious cover; application of fertilizers, pesticides, and herbicides; illicit discharges and improper disposal of wastes into the MS4. Details of the public outreach and education implementation schedule and the department responsible for these efforts are outlined in Table 2.

The Town of Burlington will maintain their own library or link to UConn NEMO's comprehensive online library of stormwater educational material. The Burlington website ([Public Education & Outreach | Burlington, CT](#)) will link directly to this web-based library and promote the availability of these materials. These materials will also be provided in a printed format to be on display in public locations within the Burlington town hall and a public library. The Town of Burlington also works in partnership with the Farmington River Water Association to ensure that all required topics listed in this plan are covered and tracked on an annual basis.

Additional targeted outreach efforts will be completed by the Town of Burlington to educate students, agricultural operators, commercial businesses, developers, and homeowners on particular aspects of stormwater management.

### 2.2 Address Education and Outreach for Pollutants of Concern

The Town of Burlington will distribute information on common sources of phosphorus, nitrogen, bacteria, and mercury pollution and how to prevent or reduce the amount reaching the MS4 and discharging into waterways (Table 2).



**Table 2: Public Outreach and Education Schedule**

BMP	Lead Department	Month / Year of Implementation	Measurable Goal
Make MS4 informational material available on the Town of Burlington website	Department of Public Works	July 1, 2018 and continues throughout the Permit term	Website traffic
Illicit Discharge, Detection and Elimination: Educational materials available on Town of Burlington website	Department of Public Works	July 1, 2018 and continues throughout the Permit term	Website traffic
Illicit Discharge, Detection and Elimination: Citizen Reporting link on Town of Burlington website	Department of Public Works	July 1, 2018 and continues throughout the Permit term	Website traffic
Factsheet for Water Quality and Stormwater Summary available on Town of Burlington website	Department of Public Works	July 1, 2018 and continues throughout the Permit term	Website traffic

### 3. PUBLIC INVOLVEMENT AND PARTICIPATION

This minimum control measure identifies the process for public involvement and participation in the town's stormwater management efforts.

**Goals:**

- *Involve the community in planning and implementing the Town's stormwater management activities.*
- *Provide a minimum 30-day notice to the public for this plan and annual reports.*

#### 3.1 Public Notice Requirements

The Town of Burlington will publish a public notice on its website ([Stormwater & You - MS4 General Permit | Burlington, CT](#)). The notice will provide a contact name, phone number, address, and email to whom the public can send comments. Additionally, this plan and the Annual Reports will be publicly accessible on the web [Stormwater & You - MS4 General Permit | Burlington, CT](#) and in the Burlington town hall and/or library. The public notice will allow for a 30-day comment period, at a minimum. Details of the public involvement and participation schedule efforts are outlined in Table 3.



**Table 3: Public Involvement and Participation Schedule**

BMP	Lead Department / Individual	Month / Year of Implementation	Measurable Goal
Comply with public notice requirements for the SMP and Annual Reports	Department of Public Works	July 1, 2018 and continues throughout the Permit term	Website traffic, comments received
Hazardous Waste Collection	Department of Public Works	July 1, 2018 and continues throughout the Permit term	Amount of regulated waste collected
Farmington River Cleanup Days	Department of Public Works	Annual Event	Number of participants

#### 4. ILLICIT DISCHARGE DETECTION AND ELIMINATION

This minimum control measure outlines a program to detect and eliminate current illicit discharges to the MS4 and prevent further illicit discharges in the future. All activities for this measure will be completed in Burlington's priority areas (urbanized area, catchment areas with directly connected impervious area (DCIA) > 11%, and outfalls that discharge to impaired waters).

**Goal:**

*Find the source of any illicit discharges; eliminate those illicit discharges; and ensure ongoing screening and tracking to prevent and eliminate future illicit discharges.*

##### 4.1 Develop Written IDDE Plan

The Town of Burlington has developed a written Illicit Discharge Detection and Elimination (IDDE) plan to detect, locate, and eliminate illicit discharges (to the maximum extent practicable) from the MS4 within priority areas. The IDDE plan provides enforceable legal authority to eliminate illicit discharges, assign responsibilities, and includes a citizen reporting program. The plan will also outline outfall screening and IDDE protocols consistent with Appendix B of the MS4 General Permit to identify, prioritize, and investigate MS4 catchments for suspected illicit discharge of pollutants. Also, the IDDE plan outlines follow-up screening and illicit discharge prevention procedures. Details regarding the illicit discharge detection and elimination schedule and the departments responsible for these efforts are outlined in Table 4 (end of section 4).

##### 4.2 Develop List and Map of all MS4 Outfalls and Interconnections in Priority Areas

The Town of Burlington has developed a database of all stormwater discharges from a pipe or conduit located within and owned or operated by the municipality and all interconnections with other MS4s. The database is organized using a GIS format and is exportable into excel format for annual reports.

Each entry will include:

- Type, material, size, shape and location (identified with a latitude and longitude) of conveyance, outfall or channelized flow (e.g. 24" concrete pipe);
- The name, water body ID, and Surface Water Quality Classification of the immediate surface waterbody or wetland to which the stormwater runoff discharges;
- If the outfall does not discharge directly to a named waterbody, the name and water body ID of the nearest named waterbody to which the outfall eventually discharges;



- d. The name of the watershed, including the subregional drainage basin number (available from CT ECO at [www.cteco.uconn.edu](http://www.cteco.uconn.edu)) in which the discharge is located; and,
- e. Date of most recent inspection of the outfall, the condition, and any indicators of potential non-stormwater discharges as of the most recent inspection.

GIS equipped Department of Public Works employees and stormwater management contractors have the ability to update the MS4 infrastructure database in real time.

#### **4.3 Develop Citizen Reporting Program**

The Town of Burlington will establish a system to allow for citizen reporting of suspected illicit discharges into the stormwater system. The system will include an email address and phone number for submitting a report. The Town of Burlington will affirmatively investigate and eliminate any illicit discharges for which a time and location of discharge are provided. The Town of Burlington will promptly inspect the reported stormwater structure and proceed according to the requirements of the written IDDE program. All citizen reports and responses will be included in the annual report.

#### **4.4 Establish Legal Authority to Prohibit Illicit Discharges**

The Town of Burlington has established an Illicit Discharge, Detection and Elimination ordinance that was adopted on June 6, 2023, and effective on June 28<sup>th</sup>, 2023. This ordinance is utilized by the Town of Burlington as the IDDE program and in accordance with Section 6(a)(3) of the MS4 General Permit.

The ordinance:

- a. Prohibits illicit discharges to its storm sewer system and requires removal of such discharges consistent with the deadlines outlined in the MS4 general permit;
- b. Authorizes the investigation of suspected illicit discharges and elimination of illicit discharge, including from properties not owned or controlled by the MS4 that discharge to the MS4;
- c. Controls the discharge of spills and prohibits the dumping or disposal of materials including, but not limited to, residential, industrial and commercial wastes, trash, used motor vehicle fluids, pesticides, fertilizers, food preparation waste, leaf litter, grass clippings, and animal wastes into its MS4
- d. Authorizes appropriate enforcement procedures and actions; and,
- e. Authorizes fines or penalties and/or recoup costs incurred by the permittee from anyone creating an illicit discharge or spilling or dumping.

#### **4.5 Develop Record Keeping System for IDDE Tracking**

The Town of Burlington keeps records of illicit discharge abatement activities including location (latitude and longitude or address), description, date(s) of inspection, sampling data (if applicable), action(s) taken, date of removal or repair, and responsible party.

In addition, the Town of Burlington has developed and maintains a sanitary sewer overflow (SSO) inventory that records the location, date and time of occurrence, estimated volume of discharge, a description of known or suspected cause, and details about mitigating measures including dates of implementation.

This inventory also:

- Includes all known SSOs to their MS4 in the previous 5 years;
- Continues to be updated to track future SSOs; and,
- Is included in the Annual Reports.



## 4.6 Address IDDE in Areas with Pollutants of Concern

The Town of Burlington conducts catchment investigation to identify areas in town that are most likely to contribute nitrogen, phosphorus, and bacteria to the MS4. These investigations consider historic on-site sanitary system failures, land uses, low infiltrative soils, and shallow groundwater. Any areas determined to have a high potential for septic system failure will be reported to the Bristol-Burlington Health Department for corrective action.

## 4.7 Detailed MS4 Infrastructure Mapping

The Town of Burlington has developed a detailed map of the MS4 in GIS format that includes:

- Components of the MS4 within priority areas:
  - Outfalls & receiving waters;
  - Pipes, open channel conveyances, catch basins, manholes;
  - Interconnections with other MS4s and other storm sewer systems;
  - Municipally-owned stormwater treatment structures (e.g. detention & retention ponds, infiltration systems, bioretention areas, water quality swales, gross particle separators, oil/water separators, or other systems);
  - Catchment delineations for each outfall;
  - Impaired water bodies identified by name and use impairment as defined by the most recent integrated water quality report;
  - Municipal sanitary sewer system (if available); and,
  - Municipal combined sewer system (if applicable).

Using the capabilities of the GIS format, this detailed map can be kept up to date in real time. MS4 infrastructure map updates are presented in the annual report.

**Table 4: Illicit Discharge Detection and Elimination Schedule**

BMP	Lead Department / Individual	Month / Year of Implementation	Measurable Goal
Develop written IDDE program	Department of Public Works	Completed June 28, 2023	Document posted to Town website
Develop list and maps of all MS4 stormwater outfalls in priority areas	Department of Public Works	Completed July 1, 2024	MS4 infrastructure entered into GIS format
Develop citizen reporting program	Department of Public Works	Completed June 6, 2023	Citizen reporting capabilities available on Town website
Establish legal authority to prohibit illicit discharges	Department of Public Works	Completed June 6, 2023	Updated Code approved by Town
Develop record keeping system for IDDE tracking	Atlas Technical Consultants	July 1, 2017	Citizen reporting capabilities available on Town website
Address IDDE in areas with pollutants of concern	Department of Public Works	July 1, 2017	Included in Annual Reports
Detailed MS4 infrastructure mapping	Department of Public Works	Completed July 24, 2024	MS4 infrastructure entered into GIS format



## 5. CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

This minimum control measure outlines procedures for minimizing polluted stormwater runoff from activities that disturb one or more acres of land. In the Town of Burlington, this is determined by implementing and enforcing land use regulations to meet the MS4 general permit requirements. Details of the Construction Site Stormwater Management implementation schedule and the responsible department are provided in Table 5 (end of section 5).

### Goal:

*Minimize polluted stormwater runoff from construction sites and prevent it from carrying sediment into waterways via MS4 infrastructure.*

### 5.1 Implement, Upgrade and Enforce Land Use Regulations to Meet Requirements of MS4 General Permit

The Town of Burlington has established the legal authority to control stormwater runoff from construction sites in the Town's Code, Part II General Legislation, Chapter 256 Stormwater Management that requires:

- a. Developers, construction site operators, or contractors maintain consistency with the following:
  - i. 2024 Guidelines for Soil Erosion and Sedimentation Control, as amended.
  - ii. Connecticut Stormwater Quality Manual.
  - iii. All stormwater discharge permits issued by the DEEP within the municipal or institutional boundary pursuant to CGS 22a-430 and 22a-430b.
- b. The implementation of additional measures to protect/improve water quality (in addition to the above requirements) as deemed necessary by the Town of Burlington;
- c. The Town of Burlington authorizes the Zoning Enforcement Officer to carry out all inspection, surveillance and monitoring procedures necessary to determine compliance with municipal regulations, ordinances or programs or institutional requirements related to the management of The Town of Burlington's MS4. Inspections are conducted, where allowed, to inventory the number of privately-owned retention ponds, detention ponds and other stormwater basins that discharge to or receive drainage from the permittee's MS4;
- d. The owner of a site seeking development approval from the Town of Burlington is required to comply with long term maintenance plans and schedules to ensure the performance and pollutant removal efficiency of privately-owned retention ponds, detention ponds and other stormwater basins that discharge to or receive discharge from the Town of Burlington's MS4 including short-term and long-term inspection and maintenance measures to be implemented by the private owner; and,
- e. The Town of Burlington will control, through interagency or inter-jurisdictional agreements, the contribution of pollutants between the permittee's MS4 and MS4s owned or operated by others.

### 5.2 Develop and Implement Plan for Interdepartmental Coordination of Site Plan Review and Approval

The Town of Burlington regularly reviews site plans when a Zoning Permit, Special Permit and/or a Subdivision Permit application is received. In all instances, the Zoning Enforcement Officer will review with guidance as needed from the Building Official, the immediate supervisor with years of development experience, and/or the Town Engineer consultant. In addition, the Planning & Zoning Commission will review site plans as required by Chapters 124 and 126 of the CT General Statutes again with input from all parties previously mentioned as necessary.



### 5.3 Review Site Plans for Stormwater Quality Concerns

A site plan is reviewed for the following:

- a. Meeting the applicable regulations:
  - i. Zoning for Special Permits and permits handled by the duly appointed Zoning Enforcement Officer.
  - ii. Subdivision for minor and major divisions of land which includes any future resubdivision of approved subdivision land.
- b. A licensed professional land and/or professional surveyor must provide the following on all submitted plans:
  - i. Noting the total area of disturbance and, if 1-acre up to 5-acres, providing a Stormwater Pollution Protection Plan/Stormwater Control Plan as required by the CT Construction and MS4 general permits, to be reviewed by the Zoning Enforcement Officer as part of the site plan package. If 5-acres or more of total disturbance, approval of registration for the CT Construction Permit will be required.
  - ii. Grading and Erosion & Sediment Controls showing how water and sediment will be retained on-site using Best Management Practices. The goal is to keep all water flows on-site through BMP options and Low Intensity Development techniques found in the Zoning Regulations and Connecticut Soil Erosion and Sedimentation Guidelines.
  - iii. How water will be redirected to infiltrate back into the ground through use of infiltrators, yard drains, rain gardens, detention ponds, rip rap diffusers for open discharge pipes, etc. to keep surface water from overwhelming the Town systems or encroaching on abutting parcels.
- c. If any of the proposed site plan elements do not meet standards, the applicant is contacted to discuss alternative options that would achieve maximum stormwater control to ensure little to no impacts on water quality in the area or downstream.
  - i. This could include meetings in person or other means with staff and/or the Town Engineer to ensure goals are met to the Town's satisfaction.
- d. Once the site plan meets Town regulations after review and, if necessary, discussions and modifications, it can be approved by the Zoning Enforcement Officer as part of a Zoning Permit application or the Planning & Zoning Commission will review a submitted plan, consider any public hearing testimony received if a required or optional public hearing was held and vote to approve (or deny) after discussion which will be on the record and in the minutes of the meeting.

Once a site plan is approved, then the next phase of site inspection will begin to ensure the approved plan is being followed and that the plan is working as expected or if it needs to be modified to achieve the goals intended.

### 5.4 Conduct Site Inspections

The Town of Burlington regularly reviews active construction sites for residential, commercial and Town projects based on prior site plan approvals, as noted. The Zoning Enforcement Officer job description includes conducting site inspections to ensure compliance with the Town Zoning, Wetland and Subdivision regulations.

Inspections include, but may not be limited to, the following on-site inspections:

- a. Erosion & Sediment Controls are installed properly per the site plan approval and, if necessary, expanded due to "real life" conditions not anticipated;
- b. Evidence of any water or sediment breaching due to poor grading or more severe storms than anticipated overwhelming the installed systems;
- c. Construction entrance properly installed and maintained;



- d. Catch basins in the area are properly protected with silt-socks, haybales or other BMP that is agreed upon;
- e. Verifying all the outcomes planned for are occurring during or after rains of varying intensities; and,
- f. Garbage, dangerous materials and portable toilets are all properly handled and do not create hazards.

Sites may periodically have issues due to extreme weather events, lack of attention, or failure of materials. When this occurs, one or more of the following measures are implemented:

- a. Make note of the issue on the Construction Storm Water Inspection Report including date, time, weather conditions;
- b. Take pictures of the issues as needed for future reference;
- c. For more complex grading or drainage issues, the Zoning Enforcement Officer will consult with the Building Official to share desired fix and adjust as necessary;
- d. Reach out to the contact responsible for site conditions by phone or email, whichever is the most effective way to get a rapid response;
- e. The Zoning Enforcement Officer will detail the violations, discuss suggested options for compliance and gain agreement on the plan of action or, if necessary, mandate a solution;
- f. A deadline for compliance is provided, either voluntarily or by demand of the Zoning Enforcement Officer; and,
- g. Re-inspections will continue as needed to ensure the violation is not getting worse, any temporary remedies are holding, and to inspect the required final solution(s).

If for any reason the Zoning Enforcement Officer or the Building Official feels they are not gaining voluntary compliance or the same problems keep repeating, they have jointly agreed to halt all inspections for all permits until compliance is gained. This will be communicated directly to the site contractor/applicant and confirmed by email so there are no misinterpretations.

Should an applicant fail to respond after all inspections are put on hold, a review of all enforcement options ranging from IDDE Ordinance enforcement to available legal options through the Town Attorney will be considered that may result in a total shutdown of the job site until compliance is gained.

## **5.5 Implement Procedure to Allow Public Comment on Site Development**

Public Hearings are an avenue the public can directly comment on development projects during testimony which will be weighed by the Planning & Zoning Commissioners once the public hearing is closed. The Town of Burlington has multiple avenues available for the Public to review and comment on development projects, including the following:

- a. a public hearing is required for all special permits and all Resubdivision applications;
- b. a Major or Minor Application for Subdivision may have a public hearing if required by the Planning & Zoning Commission;
- c. a digital public hearing folder is created for each application and links are shared in the Planning & Zoning Commission Agenda Center folder, organized by meeting date where all items that can be digitized are shared for inspection by all, including the public;
- d. public hearings include abutting property mailings, signage posted on the application parcel, and newspaper notices prior to the hearing so the public is aware and can provide input; and,
- e. letters of support or opposition can be submitted to the Town office prior to the Public Hearing date to be read into the record of testimony or can be submitted in person during the Public Comment section of the hearing.



The Town of Burlington's online permitting system allows for inspection of any submitted permit application via the Existing Permits portal. The system includes the following features to facilitate transparency and public engagement:

- a. Permit details, descriptions, and attachments are all available for inspection.
- b. The public can call the Land Use Department to ask questions and/or provide feedback.

The Planning & Zoning Commission has Citizen Comment on every meeting Agenda which can be done in-person or by Zoom as each meeting is conducted in a Hybrid (live/Zoom) format and the following measures are in place to ensure accessibility and public involvement:

- a. A recording of each Planning & Zoning Commission meeting is posted to the Town Website in the Agenda Center, organized by meeting date for review by the public;
- b. The Town Clerk's office posts Agendas and Minutes on the Planning & Zoning Commission page as statutorily required for the public to access;
- c. The Town Clerk's office posts on the main bulletin board outside their office all Notice of Public Hearings, Notice of Decisions, and Agendas for public inspection when Town Hall is open to the public;
- d. Anyone can call or visit Town Hall to talk with the Zoning Enforcement Office or contact the Land Use Admin to ask questions or request information about proposed or active development projects; and,
- e. The newly enacted IDDE Ordinance allows the public to report online, by paper submission or by calling/emailing the Town contact, should any land disturbance or development activity be cause for concern.

All applications for Special Permit, Subdivision and Resubdivision are tracked with their own file number and all submitted material will be shared to the appropriate folder for easy access by the public prior to, during, or after the public hearing which can be accessed in the ways described above. The Town of Burlington's goal is to ensure transparency so the public can review applications, plans and supporting documentation so they have an opportunity to be heard and be an integral part in ensuring the Town is meeting the goals set forth by the MS4 and Construction general permits.

## **5.6 Implement Procedure to Notify Developers About DEEP Construction Stormwater Permit**

The Town of Burlington has online permitting and a corresponding link named "Land Use Permit" that can be found on the Town's homepage. Every Zoning, Special Permit or Subdivision/Resubdivision application must be initiated here.

A mandatory disclaimer page called "Construction Stormwater General Permit" is presented every time the Land Use Permit link is clicked.

The Construction Stormwater General Permit page provides an overview of the permit requirements with links to the CT DEEP website for more detailed information so developers can plan accordingly. This page cannot be skipped as it is mandatory that all visitors click the "I have read the SWPCP requirements and confirm notice has been received by the Town of Burlington" to move onto the permitting options.

In addition to the mandatory notice page, the Zoning Enforcement Officer is requiring plans to state the Total Area of Disturbance and, if necessary, explanation on why this is required and the requirements for each threshold (less than 1-acre, 1-acre up to 5-acres, and over 5-acres).

If a plan does not include this information, it will not be approved until an updated stamped plan is submitted showing the Total Area of Disturbance.



**Table 5: Construction Site Stormwater Management Schedule**

BMP	Lead Department / Individual	Month / Year of Implementation	Measurable Goal
Implement, upgrade and enforce land use regs to meeting MS4 permit requirements	Department of Public Works, Board of Selectmen	Completed June 28, 2023	Updated Code approved by Town
Develop/implement plan for interdepartmental coordination in site plan review and approval	Department of Public Works	Completed July 20, 2023	Quarterly meetings
Review site plans for stormwater quality concerns	Zoning Enforcement Officer	Completed August 8, 2023	Site plans reviewed
Conduct site inspections	Zoning Enforcement Officer	Completed August 8, 2023	Site inspections conducted
Implement procedure to allow public comment on site development	Planning & Zoning	Completed August 8, 2023	Public comments received
Implement procedure to notify developers about DEEP construction stormwater permit	Department of Public Works	Completed August 8, 2023	Developers notified

## 6. POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT OR REDEVELOPMENT

This minimum control measure outlines the Town of Burlington's program to address stormwater runoff from new or re-development projects that disturb one or more acres of land. Details of the Post-Construction Stormwater Management implementation schedule and the department responsible are provided in Table 6.

**Goal:**

*Mitigate the long-term impacts of new and re-development projects on water quality through proper use of low impact development (LID) and runoff reduction practices.*

### 6.1 Legal Authority and Guidelines Regarding LID and Runoff Reduction in Site Development Planning

The Town of Burlington conducted a review of Town Ordinances to identify barriers to Low Impact Development (LID). Amendments to the Town of Burlington Planning and Zoning Regulations were revised in March 2023 to remove any identified barriers to LID. These revised regulations require, to the MEP, that developers and contractors consider the use of low impact development (LID) and runoff reduction site planning and development practices that meet or exceed those provided in the CT Stormwater Quality Manual. The Town of Burlington includes the following aspects as a part of its review of plans submitted by developers and contractors:



- a. a review of the site conditions including natural resources and site constraints, watershed delineation, impacts to the natural drainage patterns, impacts to vegetated buffers, and the suitability for septic and stormwater infiltration;
- b. a review of the impact to open space including woodlands, riparian corridors, areas contiguous to wetlands, efforts to retain open space in a natural condition, and the extent to which setbacks, frontages and rights-of-way widths are minimized;
- c. a review of the actions planned to minimize land disturbance;
- d. a review of the actions planned to reduce and disconnect impervious cover; and,
- e. a review of any planned LID practices

## 6.2 Implement Long-Term Maintenance Plan for Stormwater Basins and Treatment Structures

The Town of Burlington has implemented a maintenance plan for retention / detention ponds and stormwater treatment structures that it owns or over which it holds an easement or other authority and that are in the Town's priority areas to ensure their long-term effectiveness. This plan requires an annual inspection of those retention / detention ponds and stormwater treatment structures and removal of accumulated sediment and pollutants exceeding 50% design capacity.

## 6.3 Directly Connected Impervious Area (DCIA) Mapping

The Town of Burlington used guidance provided by DEEP and UConn CLEAR to calculate the Directly Connected Impervious Area (DCIA) that contributes stormwater runoff to each of its MS4 outfalls. Progress on this task is documented in each Annual Report.

## 6.4 Address Post-Construction Issues in Areas with Pollutants of Concern

For areas contributing to waters where **Nitrogen**, **Phosphorus**, or **Bacteria** is a Stormwater Pollutant of Concern, and erosion or sedimentation problems are found during the annual inspections the Town of Burlington will prioritize those areas for the DCIA retrofit program under minimum control measure 6 – Pollution Prevention/Good Housekeeping.

**Table 6: Post-Construction Stormwater Management Schedule**

BMP	Lead Department / Individual	Month / Year of Implementation	Measurable Goal
Address post-construction issues in areas with pollutants of concern	Planning & Zoning	July 1, 2019	Address post-construction issues
Establish or update legal authority and guidelines regarding LID and runoff reduction in site development planning	Planning & Zoning	Completed March 9, 2023	Updated Planning and Zoning regulations approved by Town
Enforce LID/runoff reduction requirements for development and redevelopment projects	Planning & Zoning	Completed March 9, 2023	Updated Planning and Zoning regulations approved by Town
Implement long-term maintenance plan for stormwater basins and treatment structures	Department of Public Works, Board of Selectman	Completed June 28, 2023	Updated Code approved by Town
Complete DCIA mapping	Department of Public Works	Completed July 20, 2023	DCIA mapping included in Annual Reports



## 7. POLLUTION PREVENTION / GOOD HOUSEKEEPING

This minimum control measure outlines a program to mitigate the impact of operations and maintenance on Town owned and/or operated properties to prevent or reduce pollutant runoff and protect water quality. Details of the Pollution Prevention/Good Housekeeping implementation schedule and the responsible department are provided in Table 7 (end of section 7).

### Goal:

*Prevent or reduce pollutant runoff as a result of municipal operations.*

The Town of Burlington has implemented an operations and maintenance program to prevent or reduce pollutant runoff from Town facilities and protect water quality.

### 7.1 Develop and Implement Formal Employee Training Program

The Town of Burlington has an MS4 training program for Town employees to increase awareness of water quality issues. This training occurs annually and includes:

- a. standard operating procedures consistent with the MS4 general permit;
- b. general goals and objectives of this Stormwater Management Plan;
- c. identification and reporting of illicit discharges and improper disposal; and,
- d. spill response protocols and responsibilities.

The primary participant in this training are Department of Public Works employees.

### 7.2 Implement MS4 Property and Operations Maintenance

Properties, parks, and other facilities that are owned, operated, or otherwise the legal responsibility of the Town are maintained to minimize the discharge of pollutants to its MS4. Such maintenance includes, but is not limited, to:

#### (i) Parks and Open Space

The Town of Burlington will optimize the application of fertilizers by municipal employees, institutional staff, or private contractors on lands and easements for which it is responsible for maintenance.

Optimization practices considered may include:

- a. conducting soil testing and analysis to determine soil phosphorus levels;
- b. reduction or elimination of fertilizers;
- c. reduction of fertilizer usage by adhering to the manufacturers' instructions;
- d. use of alternative fertilizers forms (i.e. products with reduced, slow-releasing, or insoluble phosphorus compositions);
- e. proper storage and application practices (i.e. avoid impervious surfaces);
- f. application schedule (i.e. appropriate season or month) and timing (i.e. coordinated with climatic conditions to minimize runoff potential);
- g. standard operating practices for the handling, storage, application, and disposal of pesticides and herbicides in compliance with applicable state and federal laws;
- h. evaluating reduced mowing frequencies and use of alternative landscaping materials like drought resistant and native plantings; and,
- i. establish procedures for management of trash containers at parks (scheduled cleanings, sufficient number, etc.).



The Town of Burlington will establish practices for the proper disposal of grass clippings and leaves at Town-owned lands. Clippings shall be composted or otherwise appropriately disposed. Clippings will not enter the MS4 system or waters of the state.

**(ii) Pet Waste Management**

The Town of Burlington has identified locations where inappropriate pet waste management practices are immediately apparent and pose a threat to receiving water quality due to proximity and potential for direct conveyance of waste to its storm system and waters. In these areas, the Town has implemented targeted management efforts such as public education and enforcement. In Burlington-owned recreational areas where dog walking is allowed, the Town has installed educational signage, pet waste baggies, and disposal receptacles (or require carry-out). The Town of Burlington documents its efforts in its annual reports.

**(iii) Waterfowl Management**

The Town of Burlington has identified lands where waterfowl congregate and feeding by the public occurs. To raise awareness regarding the water quality impacts, the Town has installed signage or uses other targeted techniques to educate the public about the detrimental impacts of feeding waterfowl (including the resulting feces deposition) and discourage such feeding practices.

**(iv) Town of Burlington Buildings and Facilities**

The Town's plan for its buildings and facilities (i.e. schools under the jurisdiction of the Town, Town offices, police and fire stations, pools, parking garages and other Town-owned or operated buildings or utilities) includes:

- a. evaluating the use, storage, and disposal of both petroleum and non-petroleum products and ensure, through employee training, that those responsible for handling these products know proper procedures;
- b. ensuring that Spill Prevention Plans are in place, if applicable, and coordinate with the fire department as necessary;
- c. developing management procedures for dumpsters and other waste management equipment;
- d. sweeping parking lots and keep areas surrounding the facilities clean to minimize runoff of pollutants; and,
- e. ensuring that all interior building floor drains are not connected to the MS4 and are appropriately permitted.

**(v) Vehicles and Equipment**

The Town's plan includes:

- a. establishing procedures for the storage of Town-owned or -operated vehicles;
- b. requiring vehicles with fluid leaks to be stored indoors or in contained areas until repaired;
- c. evaluating fueling areas owned by the Town and used by Town-owned or -operated vehicles and if possible, place fueling areas under cover in order to minimize exposure;
- d. establishing procedures to ensure that vehicle wash waters are not discharged to the municipal storm sewer system or to surface waters; and,
- e. ensuring any interior floor drains are appropriately permitted.

**(vi) Leaf Management**

The Town of Burlington has established and implements procedures to minimize or prevent the deposition of leaves in catch basins, streets, parking lots, driveways, sidewalks or other paved surfaces that discharge to the MS4. In the Town of Burlington, leaves can be dropped off at the recycling center during the months of April/May and October/November.



### 7.3 Implement Coordination with Interconnected MS4s

The Town of Burlington has mapped eight (8) interconnections on the Harwinton/Burlington border and is working with the CT DOT on mapping the interconnections on State-owned roadways. The Town will coordinate with operators of interconnected MS4s regarding the contribution of potential pollutants from the storm sewer systems, contributing land use areas, and stormwater control measures in the respective MS4s. This same coordination shall be conducted regarding operation and maintenance procedures utilized in the respective systems.

### 7.4 Develop and Implement a Program to Control other Sources of Pollutants to the MS4

The Town of Burlington will develop and implement a program to control the contribution of pollutants to its MS4 from commercial, industrial, municipal, institutional or other facilities, not otherwise authorized by a CT DEEP stormwater permit.

### 7.5 Evaluate Additional Measures for Discharges to Impaired Waters

The most recent Water Quality Report, from 2022, indicates that there are no impaired waters within the Town of Burlington.

### 7.6 DCIA Disconnection Tracking

The Town of Burlington annually tracks the total acreage of Directly Connected Impervious Area (DCIA) that is disconnected from the MS4 as a result of redevelopment or retrofit projects within the Town. For each retrofit/redevelopment project, the Town will document the amount of existing DCIA that is disconnected. The total amount of disconnected DCIA will be reported each year in the Annual Report. The Town's goal is to reduce 1% of its total DCIA acreage per year to the maximum extent possible.

### 7.7 Develop and Implement an Infrastructure Repair, Rehabilitation and Retrofit Program

The Town of Burlington has an ongoing program to identify MS4 structures to repair, rehabilitate, or upgrade to reduce or eliminate the discharge of pollutants into water bodies. This program is guided by new information on outfalls discharging pollutants, impaired waters, inspections, or observations made during outfall mapping under the IDDE section of this plan.

### 7.8 Develop and Implement Plan to Identify and Prioritize Retrofit Projects

The Town of Burlington has developed a Retrofit Project Plan to identify and prioritize potential DCIA disconnection projects. In addition, the Town is collaborating with the Farmington River Watershed Association to apply for grants to implement retrofit projects on public parcels. Prioritization will be based on several factors, including whether the project lies within one of the MS4 priority areas (i.e., urbanized area, DCIA > 11%, discharge to impaired waters). The Town provides updates regarding retrofit projects in the annual reports.

### 7.9 Develop and Implement Street Sweeping Program

The Town of Burlington has implemented a program to provide for regular inspection and maintenance of Town-owned or -operated streets, parking areas and other MS4 infrastructure.

The Town Plan includes provisions to ensure the proper disposal of street sweeping sediment in accordance with DEEP policies, guidance and regulations. Sweepings are not discharged back into the storm drain system and/or surface waters. The Town documents the results of its sweeping program in its annual reports including: a summary of inspection results, curb-miles swept, dates of cleaning, volume or mass of material collected, and method(s) of reuse or disposal.



## 7.10 Develop and Implement Catch Basin Cleaning Program

The Town of Burlington inspects and cleans all catch basins within the Town on an annual basis. Basin repairs and cleanings are tracked by the Department of Public Works. Utilizing information compiled through its inventory of catch basins, operational staff and public complaints, the Town of Burlington will optimize routine cleaning frequencies for particular structures or catchment areas as follows to maintain acceptable sediment removal efficiencies:

- a. all Town-owned catch basins both inside and outside of MS4 Priority Areas have had an initial inspection;
- b. the Town is in the process of prioritizing inspection and maintenance for Town-owned catch basins located near construction activities (roadway construction, residential, commercial, or industrial development or redevelopment). The Town will clean catch basins in such areas more frequently if inspection and maintenance activities indicate excessive sediment or debris loadings;
- c. all catch basins are inspected and cleaned on an annual basis. Typically, this frequency of cleaning ensures that no catch basin will be more than fifty (50) percent full at any time;
- d. in instances where a catch basin sump is discovered to be more than fifty (50) percent full during two consecutive annual inspections/cleaning events, the Town will document that finding, investigate the contributing drainage area for sources of excessive sediment loading, and to the maximum extent practicable, abate contributing sources;
- e. the Town keeps a log of catch basin inspection and cleaning metrics; and,
- f. The Town documents in each Annual Report the total number of catch basins, number inspected, number cleaned, the total volume or mass of material removed from all catch basins and, if practicable, the volume or mass of material removed from each catch basin draining to water quality limited waters.

## 7.11 Develop and Implement Snow Management Practices

### (i) Deicing Material Management

The Town of Burlington has developed and implemented standard operating practices for the use, handling, storage, application, and disposal of deicing products such as salt and sand to minimize exposure to stormwater. The Town will make every effort to minimize the use and optimize the application of chloride-based or other salts or deicing product (while maintaining public safety) and will continue to evaluate use of alternative materials. The Town does not use any liquid deicing materials; however, if any liquid deicing materials are stored, secondary containment of at least 110% of the largest container or 10% of the total volume of all containers, will be installed.

### (ii) Snow and Ice Control Practices

Deicing materials are covered and stored on impervious areas to reduce the possibility for contamination of downstream waterbodies while preventing the formation of lumpy salt that is difficult to handle and reduces salt loss through dissolution and runoff.

The Department of Public Works conducts the following inspections/maintenance annually, prior to the anticipated start of the snow season:

- a. inspect all electronic spreader controls installed on plow trucks;
- b. check the gate opening to ensure even flow of material;
- c. check the condition of the conveyor chain to prevent large drops of material;
- d. check conveyor settings:
  1. set all conveyor settings to the proper calibration rate for optimal levels according to the manufacturer's instructions;
  2. at least annually, conduct a drop test on all electronic spreader controls to ensure they are calculated for an average rate of 300 lbs/mile;



- e. compare speedometer versus computer on electronic spreader control;
- f. set electronic spreader control to simulate 20 mph/1500 rpm for 1 minute in a covered area;
- g. equipment is calibrated if 100 lbs drop at above settings for 1 minute; and,
- h. call in the vendor to service any equipment that will not calibrate correctly.

The Department of Public Works will utilize the following practices for deicer application(s):

- a. prior to a storm, ensure all conveyer settings are calibrated to the appropriate rate for that truck route, based on forecasted weather conditions and previous optimal settings for that truck route;
- b. apply materials only when and where needed;
- c. use treatment materials at an appropriate temperature for the specific product; and,
- d. set electronic spreader control in pause mode for the snowplow truck's return to the garage.

In instances of major snow accumulations, the hauling and management of snow will be completed in accordance with the following best management practices and DEEP's Best Management Practices for Disposal of Snow Accumulations from Roadways and Parking Lots, revised 2/4/2011:

- a. Snow accumulations removed from roadways, bridges, and parking lots should be placed in upland areas only;
- b. Sand and debris should be able to remain after snowmelt for later removal;
- c. Care must be taken to not deposit snow in the following areas:
  - 1. freshwater or tidal wetlands, or in areas immediately adjacent to such areas where sand and debris may be flushed during storms;
  - 2. on top of storm drain catch basins;
  - 3. in storm drainage swales;
  - 4. on stream or riverbanks which slope toward the water, and where sand and debris can travel into the watercourse; and,
  - 5. areas immediately adjacent (within 100 feet) of private or public drinking water well supplies.

Annual training is provided to individuals that handle deicing materials. Training includes de-icing applications, equipment calibration, and equipment inspections/maintenance.

The Department of Public Works will maintain records of the application of sand, anti-icing, and/or deicing chemicals to document the reduction of chemicals to meet the established goals of the Stormwater Management Plan. Documentation may include the following information;

- a. the type of staff training conducted on application methods and equipment;
- b. type(s) of deicing materials used;
- c. lane-miles treated;
- d. total amount of deicing material used;
- e. type(s) of deicing equipment used;
- f. changes in deicing practices; and,
- g. snow disposal methods.

## 7.12 Interconnected MS4s

The Town of Burlington coordinates with operators of interconnected MS4s, including the Town of Harwinton and the CT DOT regarding the contribution of potential pollutants from the storm sewer systems, contributing land use areas, and stormwater control measures in the respective MS4s. This same coordination is conducted regarding operation and maintenance procedures utilized in the respective systems.



### 7.13 Sources Contributing Pollutants to the MS4

The Town of Burlington is in the process of developing and implementing a program to control the contribution of pollutants to its MS4 from commercial, industrial, municipal, institutional or other facilities, not otherwise authorized by permit issued pursuant to Sections 22a-430 or 22a-430b of the Connecticut General Statutes.

### 7.14 Additional Measures for Discharges to Impaired Waters (with or without a TMDL)

The current Water Quality Report (WQR), issued in 2022, indicates that there are no impaired waters within the Town of Burlington. The Town of Burlington monitors updates to the WQR and will revise the Stormwater Management Plan to comply with Permit requirements for impaired water bodies including:

- (i) For waters for which Nitrogen or Phosphorus is a Stormwater Pollutant of Concern:

On Town-owned or -operated lands, the Town of Burlington will implement turf management practices and procedures policy which includes, but is not limited to, procedures for proper fertilizer application and the planting of native plant materials to lessen the amount of turf area requiring mowing and the application of chemicals. Annual Reports will discuss the actions taken to implement this policy with an estimate of fertilizer and turf reduction.

- (ii) For waters for which Bacteria is a Stormwater Pollutant of Concern:

On Town-owned or -operated lands with a high potential to contribute bacteria (such as dog parks, parks with open water, sites with failing septic systems), the Town of Burlington will develop, fund, implement, and prioritize a retrofit or source management program to correct the problem(s) within a specific timeframe. Annual Reports will identify problem areas for which a retrofit or source management program were developed, the location of the closest outfall monitored in accordance with the MS4 Permit, the cost of such retrofit or program, and the anticipated pollutant reduction. On Town-owned or -operated lands, the Town of Burlington will prohibit the feeding of geese or waterfowl and implement a program to manage geese and waterfowl populations. Annual Reports will discuss the actions taken to implement this program.



**Table 7: Pollution Prevention / Good Housekeeping Schedule**

BMP	Lead Department / Individual	Month / Year of Implementation	Measurable Goal
Develop/implement formal employee training program	Department of Public Works	Completed August 2023	Annual Training Completed
Implement MS4 property and operations maintenance	Department of Public Works	Completed June 2023	Implementation of MS4 management programs
Implement coordination with interconnected MS4s	Department of Public Works	Completed June 2023	Updates provided in Annual MS4 Report
Develop/implement program to control other sources of pollutants to MS4	Department of Public Works	Estimated Completion June 2025	Implementation of Program
Evaluate additional measures for discharges to impaired waters	Department of Public Works	Completed June, 2023	No impaired waterbodies in the Town
Track projects the disconnect DCIA	Department of Public Works	Ongoing July 14, 2024	% of disconnected DCIA
Develop/implement infrastructure repair/rehab program	Department of Public Works	Completed June 2023	Implementation of MS4 management programs
Develop/implement plan to identify/prioritize retrofit projects	Department of Public Works	Ongoing July 14, 2024	Projects completed
Develop/implement street sweeping program	Department of Public Works	Completed June 2023	Implementation of MS4 management programs
Develop/implement catch basin cleaning program	Department of Public Works	Completed June 2023	Implementation of MS4 management programs
Develop/implement snow management practices	Department of Public Works	Completed June 2023	Implementation of MS4 management programs

## 8. OUTFALL MONITORING

The current Water Quality Report (WQR), issued in 2022, indicates that there are no impaired waters within the Town of Burlington.

## 9. PLAN AMENDMENTS

The Town of Burlington will amend the SMP whenever:

- (1) there is a change which has the potential to cause pollution of the waters of the state; or
- (2) the actions required by the Plan fail to prevent pollution of the waters of the state or fail to otherwise comply with any other provision of this general permit; or
- (3) the Commissioner requests modification of the Plan.

**Stormwater Management Plan Signatures**

"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 understand that a false statement made in this document or its attachments may be punishable as a criminal offense, in accordance with Section 22a-6 of the Connecticut General Statutes, pursuant to Section 53a-157b of the Connecticut General Statutes, and in accordance with any other applicable statute."

A handwritten signature of Douglas K. Thompson.

Douglas K. Thompson  
Chief Elected Official/  
Principal Executive Officer

First Selectman  
Title

7-9-25  
Date

A handwritten signature of Ron Severson.

Ron Severson, CSP, CHMM, ARM  
Principal Plan Preparer

Senior Compliance Manager  
Title

6-12-2025  
Date

A handwritten signature of RosaLinda Sibilio.

RosaLinda Sibilio  
Plan Preparer

Environmental Scientist II  
Title

6-12-2025  
Date



## Stormwater Management Plan Engineering Certification

"I hereby certify that I am making this certification in connection with a registration under the General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems, submitted to the Commissioner by the Town of Burlington for an activity located at or within The Town of Burlington and that all terms and conditions of the general permit are being met for all discharges which have been created, initiated or maintained and such activity is eligible for authorization under such permit. I further certify 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 at the site. I certify that I have personally examined and am familiar with the information that provides the basis for this certification, including but not limited to all information described in Section 3(b)(8)(A) of such general permit, and I certify, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining such information, that the information upon which this certification is based is true, accurate and complete to the best of my knowledge and belief. I certify that I have made an affirmative determination in accordance with Section 3(b)(8)(B) of this general permit. I understand that the registration filed in connection with such general permit is submitted in accordance with and shall comply with the requirements of Section 22a-430b of Connecticut General Statutes, as amended by Public Act 12-172. I also understand that knowingly making any false statement made in the submitted information and in this certification may be punishable as a criminal offense, including the possibility of fine and imprisonment, under section 53a-157b of the Connecticut General Statutes and any other applicable law."

Daniel W. Felten, P.E.

Name

Senior Consultant

Title

17871

Professional Engineering License Number

Atlas Technical Consultants, LLC

Company

6-23-2025

Date

