**New Hampshire MS4 Year 6 Requirements for New Permittees**

**Legend:**

Green rows contain Year 6 requirements or requirements that permittees should focus on during Year 6.

Orange rows contain regulation/ordinance related requirements from previous permit years that permittees should confirm they have fully adopted/completed.

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| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| MCM #1 | - | - | - | - | - | - |
| MCM #1 and  Appendix F and H | Yearly Outreach Requirements | 27-29 | 2.3.2, Appendix H Part II.1.a.i.1, and Appendix F | **-** | **X** | Municipal Specific. See [Year 6 MCM #1 Outreach Matrix](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2023-11/year-6-mcm1-requirements-chart.docx) for specific requirements. See [MCM #1 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-1) for outreach resources |
| MCM #1 | Developers/Construction | 28 | 2.3.2 | **-** | **X** | Municipal Specific. See [MCM #1 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-1) for outreach resources |

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| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| MCM #2 | - | - | - | - | - | - |
| MCM #2 | All MS4 related documents (including the SWMP, all documents submitted to EPA in accordance with Appendix F, and all Annual Reports) shall be made available to the public | 29 | 2.3.3.1 | **X** | **-** | Municipal Specific |
| MCM #2 | Public Participation | 29 | 2.3.3.2 | **X** | **-** | Municipal Specific |
| MCM #2 | Report in each Annual Report all public participation opportunities that were conducted (this could include events such as touch-a-truck, hazardous waste day, road cleanups, etc.) | 29 | 2.3.3.3 | **X** | **-** | Municipal Specific |

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| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| MCM #3 | - | - | - | - | - | - |
| MCM #3 | Update sanitary sewer overflows (SSO) Inventory | 31 | 2.3.4.4 | **X** | **-** | Page 4 of the [IDDE template](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-08/seacoast-stormwater-idde-template.docx) |
| MCM #3 | Update system map | 32 | 2.3.4.5.b | **X** | **-** | Municipal Specific. [IDDE Plan Template](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-10/idde-plan-may-2019-man-nash-coal_0.docx) page 11 |
| MCM #3 | Update outfall and interconnection inventory and ranking | 34 | 2.3.4.7.a | **X** | **-** | [Outfall ranking template](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-08/ssc-outfall-ranking.xlsx) |
| MCM #3 | All outfalls/interconnections (excluding Problem and excluded Outfalls) shall be inspected for the presence of dry weather flow within three (3) years of the permit effective date. The permittee shall screen all High and Low Priority Outfalls in accordance with their initial ranking developed at Part 2.3.4.7.a. | 36 | 2.3.4.7.b | **-** | **X** | Dry weather sampling SOPs, training videos, and templates can be found on the [MCM #3 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-3) |
| MCM #3 | Begin addressing Problem Catchments. | 42-43 | 2.3.4.8.a | **-** | **X** | Should have been started by Year 5 |
| MCM #3 | Start wet weather sampling for all Problem Outfalls | 42-43 | 2.3.4.8.a | **-** | **X** | Year 10 requirement but we are starting it now to be proactive |
| MCM #3 | Start wet weather sampling for all catchments where any information gathered on the outfall/interconnection identifies sewer input | 42-43 | 2.3.4.8.a | **-** | **X** | Year 10 requirement but we are starting it now to be proactive |
| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| MCM #3 | Start wet weather sampling for all High and Low Priority Outfalls | 42-43 | 2.3.4.8.a | **-** | **X** | Year 13 requirement but we are starting it now to be proactive |
| MCM #3 | Start catchment investigations for all Problem Outfalls | 42-43 | 2.3.4.8.a | **-** | **X** | Year 10 requirement but we are starting it now to be proactive |
| MCM #3 | Start catchment investigations for all catchments where any information gathered on the outfall/interconnection identifies sewer input | 42-43 | 2.3.4.8.a | **-** | **X** | Year 10 requirement but we are starting it now to be proactive |
| MCM #3 | Start catchment investigations for all High and Low Priority Outfalls | 42-43 | 2.3.4.8.a | **-** | **X** | Year 13 requirement but we are starting it now to be proactive |
| MCM #3 | Document System Vulnerability Factors (SVF) for every catchment investigated | 40-41 | 2.3.4.8.c | **-** | **X** | [System Vulnerability Factors Spreadsheet](https://www.nhms4.des.nh.gov/documents/system-vulnerability-factors-spreadsheet)  Year 10 requirement but we are starting it now to be proactive |
| MCM #3 | Retest any removed or fixed illicit discharges | 43 | 2.3.4.8.e.ii | **X** | **-** | Municipal Specific |
| MCM #3 | Define and describe indicators of IDDE program progress in annual report | 43 | 2.3.4.9 | **X** | **-** | Municipal Specific. [IDDE Plan Template](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-10/idde-plan-may-2019-man-nash-coal_0.docx) page 21 |
| MCM #3 | Provide IDDE training to involved employees | 44 | 2.3.4.11 | **X** | **-** | See the IDDE Training Videos section on the [MCM #3 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-3) |

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| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| MCM #4 | - | - | - | - | - | - |
| MCM #4 | Track the number of site reviews, inspections, and enforcement actions | 46 | 2.3.5.3.b | **X** | **-** | Municipal Specific as well as the inspection form templates on the [MCM #4 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-4) |

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| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| MCM #5 | - | - | - | - | - | - |
| MCM #5 | Report number of as-built drawings received during permit year in annual report | 49 | 2.3.6.b | **X** | **-** |  |
| MCM #5 | The permittee shall develop a report assessing current street design and parking lot guidelines and other local requirements that affect the creation of impervious cover. | 49 | 2.3.6.c | **-** | **X** | [Street Design and Parking Lot Regulations Assessment Report](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-10/2.3.6.c-and-2.3.6.d-regulation-assessment-report-template-13.docx) |
| MCM #5 | The permittee shall develop a report assessing existing local regulations including, but not limited to, zoning and construction codes to determine the feasibility of making green infrastructure practices allowable. | 49 | 2.3.6.d | **-** | **X** | [Street Design and Parking Lot Regulations Assessment Report](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-10/2.3.6.c-and-2.3.6.d-regulation-assessment-report-template-13.docx) |
| MCM #5 | The permittee shall complete an inventory and priority ranking of permittee-owned property and existing infrastructure that could be retrofitted with BMPs designed to reduce the frequency, volume and pollutant loads of stormwater discharges to its MS4 through the mitigation of impervious area. | 50 | 2.3.6.e | **-** | **X** | Resources found on each permittee’s [Permittee Specific Resource page](https://www.nhms4.des.nh.gov/nh-resources/permittee-specific-resources). The related resources include the Priority Ranked Parcel Summary Report and Inventory and Priority Ranking Spreadsheet. |

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| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| MCM #6 | - | - | - | - | - | - |
| MCM #6 | Update inventory of all permittee-owned facilities where pollutants are exposed to stormwater runoff including parks and open spaces, buildings and facilities, and vehicles and equipment. | 51 | 2.3.7.1 | **X** | **-** | Municipal Specific. [MCM #6 Good Housekeeping and Pollution Prevention Template Year 1 & 2](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-09/swmp-template-mcm-6-update.docx) on pages 2 and 6. |
| MCM #6 | Report the total number of catch basins, the number inspected, the number cleaned, along with the total volume of materials removed from all catch basins. | 52 | 2.3.7.1.d.ii | **X** | **-** | Municipal Specific. [MCM #6 Good Housekeeping and Pollution Prevention Template Year 1 & 2](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-09/swmp-template-mcm-6-update.docx) on page 14. |
| MCM #6 | Report metrics for street sweeping and/or cleaning including the number of miles cleaned and the volume of material removed. | 52-53 | 2.3.7.1.d.iii | **X** | **-** | Municipal Specific. [MCM #6 Good Housekeeping and Pollution Prevention Template Year 1 & 2](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-09/swmp-template-mcm-6-update.docx) on page 15. |
| MCM #6 | All permittee-owned stormwater treatment structures (excluding catch basins) shall be inspected annually at a minimum. | 53 | 2.3.7.1.d.vi | **X** | **-** | Municipal Specific. BMP inspection form templates can be found on the [MCM #5 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-5) |
| MCM #6 | Training for employees who work in areas where materials or activities are exposed to stormwater, or who are responsible for implementing activities identified in the SWPPP. | 56 | 2.3.7.2.b.iv | **X** | **-** | Municipal Specific. [NH MS4 Training Resource Matrix](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-09/nh-ms4-training-matrix.docx) [as well the UNH T2 website](https://t2.unh.edu/learning/t2-training-calendar) |
| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| MCM #6 | Report findings from all municipal site inspections for areas that are exposed to stormwater and all stormwater control measures. | 57 | 2.3.7.2.c | **X** | **-** | Municipal Specific. [Written SWPPP for Municipal Facilities Template](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-09/ssc-template-swppp2019.docx) pages 7 and 10 |

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| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Program Evaluation, Record Keeping, and Reporting | - | - | - | - | - | - |
| Program Evaluation, Record Keeping, and Reporting | Record any BMP modifications along with a brief explanation of the modifications | 60 | 4.1.3 | **X** | **-** | Municipal Specific |
| Program Evaluation, Record Keeping, and Reporting | Document all monitoring results | 61 | 4.3.2 | **X** | **-** | Municipal Specific |
| Program Evaluation, Record Keeping, and Reporting | Document all stormwater or receiving water quality monitoring or studies conducted during the reporting period. | 61 | 4.3.3 | **X** | **-** | Municipal Specific |

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| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix F | - | - | - | - | - | - |
| Appendix F: Chloride TMDL | Tracking of the amount of salt applied to all municipally owned and maintained surfaces and reporting of salt use using the NHDES Annual Salt Usage Report Form (note that the UNH Technology Transfer Center online tool is no longer functioning and can not be used to report salt use) | 2 | I.1.a.i | **X** | **-** | See [Winter Maintenance Page](https://www.nhms4.des.nh.gov/nh-resources/winter-maintenance) for Annual Salt Usage Report Form |
| Appendix F: Chloride TMDL | Requirements for private parking lot owners and operators and private street owners and operators (1) that any commercial salt applicators used for applications of salt to their parking lots or streets be trained and certified in accordance with Env-Wq 2203, and (2) to report annual salt usage within the municipal boundaries to the NHDES Green SnowPro Program or report salt usage directly to the permittee, in which case this information should be reported on the permittees annual report. | 2 | I.1.b.ii | **-** | **X** | Permittees should have fully adopted these regulatory requirements by the end of Year 5. Permittees should confirm this was completed or make the required changes to complete it. |

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| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix F: Chloride TMDL | Requirements for new development and redevelopment to minimize salt usage, and to track and report amounts used to the NHDES Green SnowPro Program. | 2 | I.1.b.iii | **-** | **X** | Permittees should have fully adopted these regulatory requirements by the end of Year 5. Permittees should confirm this was completed or make the required changes to complete it. |
| Appendix F: Bacteria TMDL | Part 2.3.3. Public Education: The permittee shall replace its Residential program with an annual message encouraging the proper management of  pet waste, including noting any existing ordinances where appropriate, at a  minimum. The permittee or its agents shall disseminate educational materials to dog owners at the time of issuance or renewal of a dog license,  or other appropriate time. Education materials shall describe the detrimental impacts of improper management of pet waste, requirements for waste collection and disposal, and penalties for non-compliance. | 4 | II.1.a.i | **X** | **-** | Municipal Specific. See [Year 6 MCM #1 Outreach Matrix](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2023-11/year-6-mcm1-requirements-chart.docx) for specific requirements. See [MCM #1 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-1) for outreach resources |

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| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix F: Bacteria TMDL | Part 2.3.3. Public Education: The permittee shall also provide information to owners of septic systems about  proper maintenance in any catchment that discharges to a water body impaired for bacteria or pathogens. | 4 | II.1.a.i | **X** | **-** | Municipal Specific. See [Year 6 MCM #1 Outreach Matrix](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2023-11/year-6-mcm1-requirements-chart.docx) for specific requirements. See [MCM #1 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-1) for outreach resources |
| Appendix F: Bacteria TMDL | Part 2.3.4 Illicit Discharge: The permittee shall implement the illicit discharge program required by this permit. Catchments draining to any  waterbody impaired for bacteria or pathogens shall be designated either Problem Catchments or HIGH priority in implementation of the IDDE  program. | 4 | II.1.a.ii | **X** | **-** | [Outfall ranking template](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-08/ssc-outfall-ranking.xlsx) |
| Appendix F: Phosphorous TMDL | Description of planned nonstructural and structural controls | 16 | III.1.b.ii | **-** | **X** | Due in Year 5 but the template was not finalized until Year 6 |
| Appendix F: Phosphorous TMDL | Description of Operation and Maintenance (O&M) Program | 16 | III.1.b.ii | **-** | **X** | Due in Year 5 but the template was not finalized until Year 6**-** |
| Appendix F: Phosphorous TMDL | Implementation schedule | 16 | III.1.b.ii | **-** | **X** | Due in Year 5 but the template was not finalized until Year 6**-** |
| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix F: Phosphorous TMDL | Cost and Funding Source Assessment | 16 | III.1.b.ii | **-** | **X** | Due in Year 5 but the template was not finalized until Year 6**-** |
| Appendix F: Phosphorous TMDL | Complete written LPCP | 16 | III.1.b.ii | **-** | **X** | Due in Year 5 but the template was not finalized until Year 6 |
| Appendix F: Phosphorous TMDL | The permittee shall make the LPCP available to the public for public comment during the LPCP development. EPA encourages the permittee to post the LPCP online to facilitate public involvement. | 16 | III.1.b.ii | **-** | **X** | Due in Year 5 but the template was not finalized until Year 6 |
| Appendix F: Phosphorous TMDL | LPCP Legal Analysis | 16 | III.1.b.ii | **-** | **X** | Permittees should have fully adopted all recommended regulatory changes identified in the LPCP Legal Analysis by the end of Year 5. Permittees should confirm this was completed or make the required changes to complete it. |
| Appendix F: Phosphorous TMDL | Full implementation of nonstructural controls | 16 | III.1.b.ii | **-** | **X** | Resource coming soon |
| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix F: Phosphorous TMDL | Performance Evaluation | 16 | III.1.b.ii | **-** | **X** | Resource coming soon |
| Appendix F: Phosphorous TMDL | LPCP Annual Update | 16 | III.1.b.ii | **-** | **X** | Municipal Specific |
| Appendix F: Phosphorous TMDL | LPCP Annual Calculations | 22 | III.1.b.ii | **-** | **X** | Resource coming soon |

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| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix H | - | - | - | - | - | - |
| Appendix H: Nitrogen impairment | Part 2.3.2, Public Education and Outreach: The permittee shall replace its Residential and Business/Commercial/Institution program with annual  timed messages on specific topics, at a minimum. The permittee shall distribute an annual message in the spring (April/May) timeframe that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers. | 2 | I.1.a.i.1 | **X** | **-** | Municipal Specific. See [Year 6 MCM #1 Outreach Matrix](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2023-11/year-6-mcm1-requirements-chart.docx) for specific requirements. See [MCM #1 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-1) for outreach resources |
| Appendix H: Nitrogen impairment | Part 2.3.2, Public Education and Outreach: The permittee shall replace its Residential and Business/Commercial/Institution program with annual  timed messages on specific topics, at a minimum. The permittee shall distribute  an annual message in the summer (June/July) timeframe encouraging the proper management of pet waste, including noting any existing  ordinances where appropriate. | 2 | I.1.a.i.1 | **X** | **-** | Municipal Specific. See [Year 6 MCM #1 Outreach Matrix](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2023-11/year-6-mcm1-requirements-chart.docx) for specific requirements. See [MCM #1 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-1) for outreach resources |
| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix H: Nitrogen impairment | Part 2.3.2, Public Education and Outreach: The permittee shall replace its Residential and Business/Commercial/Institution program with annual  timed messages on specific topics, at a minimum. The permittee shall distribute an annual message in the Fall (August/September/October) timeframe encouraging  the proper disposal of leaf litter. | 2 | I.1.a.i.1 | **X** | **-** | Municipal Specific. See [Year 6 MCM #1 Outreach Matrix](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2023-11/year-6-mcm1-requirements-chart.docx) for specific requirements. See [MCM #1 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-1) for outreach resources |
| Appendix H: Nitrogen impairment | Retrofit inventory and priority ranking under 2.3.6.e shall include consideration of BMPs to reduce nitrogen discharges. | 2 | I.1.a.i.2 | **-** | **X** | There is an additional column to fulfill this requirement in the permittee’s Inventory and Priority Ranking Spreadsheet. |
| Appendix H: Nitrogen impairment | Part 2.3.7, Good House Keeping and Pollution Prevention for Permittee Owned Operations: increased street sweeping  frequency of all municipal owned streets and parking lots to a minimum of two times per year, once in the spring (following winter activities such  as sanding) and at least once in the fall (following leaf fall). Permittees may also choose, in lieu of post-leaf drop street sweeping, to implement  a fall leaf litter collection program to effectively minimize leaf litter on impervious surfaces and in stormwater drainage structures. Either choice will be outlined in the permittee’s SWMP. | 2 | I.1.a.i.3 | **X** | **-** | Municipal Specific. [MCM #6 Good Housekeeping and Pollution Prevention Template Year 1 & 2](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-09/swmp-template-mcm-6-update.docx) on page 14. |
| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix H: Nitrogen impairment | Complete a Nitrogen Source Identification Report | 3 | I.1.b | **-** | **X** | [Nitrogen Source Identification Report Template](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-09/nsir-template.docx).  Only need to complete Section 1 of the template for Year 6. |
| Appendix H: Nitrogen impairment | Any structural BMPs listed in Attachment 3 to Appendix F installed in the regulated area by the permittee or its agents shall be tracked and the permittee shall estimate the nitrogen removal by the BMP consistent with Attachment 3 to Appendix F. The permittee shall document the BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated nitrogen removed in mass per year by the BMP in each annual report. | 4 | I.1.c.iii | **X** | **-** | Resource coming soon |
| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix H: Phosphorus impairment | Part 2.3.2, Public education and outreach: The permittee shall replace its Residential and Business/Commercial/Institution program with annual  timed messages on specific topics, at a minimum. The permittee shall distribute an annual message in the spring (March/April) timeframe that  encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release and phosphorous-free fertilizers. | 5 | II.1.a.i.1 | **X** | **-** | Municipal Specific. See [Year 6 MCM #1 Outreach Matrix](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2023-11/year-6-mcm1-requirements-chart.docx) for specific requirements. See [MCM #1 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-1) for outreach resources |
| Appendix H: Phosphorus impairment | Part 2.3.2, Public education and outreach: The permittee shall replace its Residential and Business/Commercial/Institution program with annual  timed messages on specific topics, at a minimum. The  permittee shall distribute an annual message in the summer (June/July) timeframe encouraging the proper management of pet waste, including noting any existing ordinances where appropriate. | 5 | II.1.a.i.1 | **X** | **-** | Municipal Specific. See [Year 6 MCM #1 Outreach Matrix](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2023-11/year-6-mcm1-requirements-chart.docx) for specific requirements. See [MCM #1 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-1) for outreach resources |
| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix H: Phosphorus impairment | Part 2.3.2, Public education and outreach: The permittee shall replace its Residential and Business/Commercial/Institution program with annual  timed messages on specific topics, at a minimum. The permittee shall distribute an annual message in the fall (August/September/October)  timeframe encouraging the proper disposal of leaf litter. | 5 | II.1.a.i.1 | **X** | **-** | Municipal Specific. See [Year 6 MCM #1 Outreach Matrix](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2023-11/year-6-mcm1-requirements-chart.docx) for specific requirements. See [MCM #1 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-1) for outreach resources |
| Appendix H: Phosphorus impairment | Retrofit inventory and priority ranking under 2.3.6.e. shall include consideration of BMPs that infiltrate stormwater where feasible. | 5 | II.1.a.i.2 | **-** | **X** | There is an additional column to fulfill this requirement in the permittee’s Inventory and Priority Ranking Spreadsheet. |
| Appendix H: Phosphorus impairment | Part 2.3.7, Good House Keeping and Pollution Prevention for Permittee Owned Operations: increased street sweeping frequency of all municipal owned streets and  parking lots to a minimum of two times per year, once in the spring (following winter activities such as sanding) and at least once in the fall  (following leaf fall). Permittees may also choose, in lieu of post-leaf drop street sweeping, to implement a fall leaf litter collection program to  effectively minimize leaf litter on impervious surfaces and in stormwater drainage structures. Either choice will be outlined in the permittee’s  SWMP. | 5 | II.1.a.i.3 | **X** | **-** | Municipal Specific. [MCM #6 Good Housekeeping and Pollution Prevention Template Year 1 & 2](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-09/swmp-template-mcm-6-update.docx) on page 15. |
| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix H: Phosphorus impairment | Complete a Phosphorus Source Identification Report | 6 | II.1.b | **-** | **X** | [Phosphorus Source Identification Report Template](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-09/psir-template.docx).  Only need to complete Section 1 of the template for Year 6. |
| Appendix H: Phosphorus impairment | Any structural BMPs installed in the regulated area by the permittee or its agents shall be tracked and the permittee shall estimate the phosphorus removal by the BMP consistent with Attachment 3 to Appendix F. The permittee shall document the BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated phosphorus removed in mass per year by the BMP in each annual report. | 6 | II.1.c | **X** | **-** | Resource coming soon |
| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix H: Bacteria impairment | Part 2.3.2. Public Education: The permittee shall replace its Residential  program with an annual message encouraging the proper management of  pet waste, including noting any existing ordinances where appropriate, at a minimum. The permittee or its agents shall disseminate educational  materials to dog owners at the time of issuance or renewal of a dog license, or other appropriate time. Education materials shall describe the  detrimental impacts of improper management of pet waste, requirements  for waste collection and disposal, and penalties for non-compliance. | 8 | III.1.a.i.1 | **X** | **-** | Municipal Specific. See [Year 6 MCM #1 Outreach Matrix](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2023-11/year-6-mcm1-requirements-chart.docx) for specific requirements. See [MCM #1 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-1) for outreach resources |
| Appendix H: Bacteria impairment | Part 2.3.2. Public Education: The permittee shall also provide information to owners of septic systems (if applicable) about proper maintenance in any catchment that discharges to a water body impaired for bacteria or pathogens. | 8 | III.1.a.i.1 | **X** | **-** | Municipal Specific. See [Year 6 MCM #1 Outreach Matrix](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2023-11/year-6-mcm1-requirements-chart.docx) for specific requirements. See [MCM #1 webpage](https://www.nhms4.des.nh.gov/mcm-and-appendices/mcm-1) for outreach resources |

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| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix H: Bacteria impairment | Part 2.3.4 Illicit Discharge: The permittee shall implement the illicit discharge program required by this permit. Catchments draining to any  waterbody impaired for bacteria or pathogens shall be designated either Problem Catchments or HIGH priority in implementation of the IDDE  program. | 8 | III.1.a.i.2 | **X** | **-** | [Outfall ranking template](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-08/ssc-outfall-ranking.xlsx) |
| Appendix H: Chloride impairment | Fully implement Salt Reduction Plan | 10 | IV.2 | **-** | **X** | Year 7 requirement but we are starting it now to be proactive. [Salt Reduction Plan Template](https://www.nhms4.des.nh.gov/sites/g/files/ehbemt636/files/documents/2022-09/appendix-h-salt-reduction-plan-template.docx). |
| Appendix H: Chloride impairment | Tracking of the amount of salt applied to all municipally owned and maintained surfaces and reporting of salt use using the NHDES Annual Salt Usage Report Form (note that the UNH Technology Transfer Center online tool is no longer functioning and cannot be used to report salt use) | 10 | IV.3.a.i.i | **-**  **X** | **-** | See [Winter Maintenance Page](https://www.nhms4.des.nh.gov/nh-resources/winter-maintenance) for Annual Salt Usage Report Form **-** |
| Appendix H: Chloride impairment | Requirements for private parking lot owners and operators and private street owners and operators (1) that any commercial salt applicators used for applications of salt to their parking lots or streets be trained and certified in accordance with Env-Wq 2203, and (2) to report annual salt usage within the municipal boundaries to the NHDES Green SnowPro Program or report salt usage directly to the permittee, in which case this information should be reported on the permittees annual report. | 11 | IV.3.b.ii | **-** | **X** | Permittees should have fully adopted these regulatory requirements by the end of Year 7. Permittees should confirm this was completed or make the required changes to complete it. |
| **MCM/**  **Appendix** | **Requirement for New Permittees** | **Permit Page Number** | **Permit Section** | **Annual Requirement** | **Year 6 Requirement** | **Status** |
| Appendix H: Chloride impairment | Requirements for new development and redevelopment to minimize salt usage, and to track and report amounts used to the NHDES Green SnowPro Program. | 11 | IV.3.b.iii | **-** | **X** | Permittees should have fully adopted these regulatory requirements by the end of Year 5. Permittees should confirm this was completed or make the required changes to complete it. |
| Appendix H: Solids, oil and grease, or metals impairment | Increased street sweeping and catch basin cleaning frequency of all municipal owned streets and parking lots to a schedule determined by the permittee to target areas with potential for high pollutant loads. This may include, but is not limited to, increased street sweeping frequency in commercial areas and high-density residential areas, or drainage areas with a large amount of impervious area. Each annual report shall include the street sweeping schedule determined by the permittee to target high pollutant loads. | 13 | V.1.a.i.2 | **X** | **-** | Municipal Specific. |