Virginia State University

MS-4 Permit: VAR040119

July 1, 2013 - June 30, 2014 Annual Report

Prepared for

Virginia State University
Capital Outlay & Facilities Management
PO Box 9414
Virginia State University, VA 23806

October 1, 2014

Prepared by: Timmons Group
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1.0 Background Information

(1) Name and permit number of the program submitting the annual report; (2) The annual report permit year; (3) Modifications to any operator's department's roles and responsibilities; (4) Number of new MS4 outfalls and associated acreage by HUC added during the permit year; (5) Signed certification in accordance with 9VAC25-870-370.

- Name and permit number of the program submitting the annual report.
  Virginia State University
  Permit # VAR040119

- The annual report permit year.
  This serves as the annual report for permit year one of the 2013-2018 General Permit term. This annual report covers a time period from approximately July 2013 – June 2014.

- Modifications to any operator's department's roles and responsibilities.
  This is the first year of the 2013-2018 General Permit term and as such the Program Plan has been prepared to meet the new permit requirements. The operator's roles and responsibilities have been provided in the new Program Plan and are not considered to be modified for the purposes of this report.

- Number of new MS4 outfalls and associated acreage by HUC added during the permit year
  No new outfalls were added during the permit year.

- Signed certification in accordance with 9VAC25-870-370
  I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Jonathan Taylor
Director for Capital Outlay

9-17-14
Date

For questions about the annual report submittal or VSU's MS4 Program Plan, please contact:

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Director for Capital Outlay
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Physical Plant Building
2916 Myster Macklin Street
PO Box 9414, Suite 25
Virginia State University, VA 23806
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2.0 Status of Permit Condition Compliance

The status of compliance with permit conditions, an assessment of the appropriateness of the identified best management practices and progress towards achieving the identified measurable goals for each of the minimum control measures.

2.1. Assessment of BMP Appropriateness/Self Audit

This is the first year of the 2013-2018 General Permit term and as such a new Program Plan has been prepared to meet the new permit requirements as required at the time of this report. An MS4 program evaluation was performed on the VSU MS4 Program in accordance with the EPA's MS4 Program Evaluation Guidance, as required by the 2008-2013 General Permit. The results of the evaluation in conjunction with the 2013-2018 General Permit requirements were used to develop a new Program Plan for 2013-2018. The new Program Plan elements and BMPs are considered to be appropriate based on the 2013-2018 General Permit requirements.

2.2. Measurable Goals Progress

MCM 1: Public Education and Outreach

This is the first year of the 2013-2018 General Permit term and as such the Program Plan has been prepared to meet the new permit requirements for MCM1 as required at the time of this report. While the 2013-2018 Program Plan was being prepared, VSU continued to implement the public education and outreach program from the 2008-2013 Program Plan that was included with the registration statement as allowed by the 2013-2018 General Permit. This annual report includes an update on the 2008-2013 MCM 1 Program Plan BMPs/elements in addition to an update on the 2013-2018 MCM1 Program Plan BMPs/elements, as appropriate. Subsequent annual reports will include the reporting requirements based on the 2013-2018 Program Plan.

Annual Reporting based on the 2008-2013 Program Plan:

BMP 2.1.1 Environmental Stewardship link on VSU website

The University has created the link on their website, which was located at the following web address: http://www.vsu.edu/about/administrative-offices/admin-finance/capital-outlay-and-facilities/facilities-management/enviromental-stewardship.php

The webpage information has been moved due to a recent website update, and can now be found at:

http://www.vsu.edu/about/administrative-offices/admin-finance/facilities-management/enviromental-stewardship.php

BMP 2.1.2 Public Outreach

During 2013/2014, students, faculty and staff at VSU participated in the following public education and outreach initiatives, specifically geared at reaching target audiences:

1) *Fort Lee's Annual Earth Day event was held on Thursday, April 24, 2014. VSU participated as an exhibitor and showcased information on Water Quality, Land Stewardship, Smart Land Use, and Organic Gardening.*

2) *On April 25, 2014, VSU donated a tree for Arbor Day at Ettrick Elementary School. The tree was planted in the courtyard by 2nd grade students with the help of the University students. The hands-on experience helped the students learn about Arbor Day and trees. The elementary students were also give a tree to plant at home.*

3) *In June 2014, VSU hosted the 43,560 / USDA Field Day at Randolph Farm, which featured learning how to gross up to $43,560 on one acre of land.*

Please refer to Appendix MCM 1 for documentation of these events.

BMP 2.1.3 Campus engineering group oversight

There were no changes to this program during the 2013-2014 reporting period.

BMP 2.1.4 Work Quality and Control Standards for contractors

There were no changes to this program during the 2013-2014 reporting period.

Annual Reporting Based on the 2013-2018 Program Plan:

Annual Reporting Requirement 1: Provide a list of the education and outreach activities conducted during the reporting period for each high-priority water quality issue, the estimated number of people reached, and an estimated percentage of the target audience or audiences that will be reached.

A list of proposed education and outreach activities will be provided with the 2013-2018 permit year 2 annual report as required by the 2013-2018 permit.

Annual Reporting Requirement 2: A list of the education and outreach activities that will be conducted during the next reporting period for each high-priority water quality issue, the estimated number of people that will be reached, and an estimated percentage of the target audience or audiences that will be reached.

Provided in the new 2013-2018 Program Plan.

MCM 2: Public Involvement and Participation

This is the first year of the 2013-2018 General Permit term and as such the new Program Plan has been prepared to meet the new permit requirements for MCM2 as required at the time of this report. The requirements of the 2008-2013 General Permit and associated Program Plan are very similar to the requirements of the 2013-2018 General Permit and associated Program Plan. As such, VSU continued to implement the 2008-2013 Program as appropriate while the new 2013-2018 Program was also prepared and implemented during the reporting period. This annual report includes an update on the 2013-2018 Program Plan requirements, as they were identified and completed during the Permit Term; however, any additional questions about the 2008-2013 Program can be addressed by the Program Administrator, if necessary.

Annual Reporting Requirement 1: Provide a web link to the MS4 Program Plan and Annual Report

The MS4 Program Plan and Annual Report are available for public review at the following website: http://www.vsu.edu/about/administrative-offices/admin-finance/capital-outlay-and-facilities/capital-outlay/annual-standard-forms-info.php.

Annual Reporting Requirement 2: Documentation of compliance with the public participation requirements.

VSU identified and participated in the following four local events/activities provided in the 2013-2018 Program Plan to address public involvement with stormwater and environmental activities:

1. *Promote and support Ft. Lee's Annual Earth Day Event (refer to MCM1 for documentation of this event)*

2. *Seek Tree Campus USA Program Designation. VSU formed a joint Tree Campus USA and Stormwater Committee and is taking steps to receive the Tree Campus USA designation. Refer to MCM 2 for documentation of this activity.*

3. *See Partnership opportunities for public involvement and participation with other local MS4 programs. VSU and the City of Petersburg*

participated in a joint rain barrel workshop. Refer to MCM2 for documentation of this activity.

4. *Seek Classroom guest speakers that focus on stormwater. Timmons Group gave a presentation about the University's MS4 program and stormwater management on April 17, 2014 to one of the VSU urban forestry courses. Refer to MCM2 for documentation of this activity.*

MCM3: Illicit Discharge Detection and Elimination

This is the first year of the 2013-2018 General Permit term and as such the new Program Plan has been prepared to meet the new permit requirements for MCM3 as required at the time of this report. The requirements of the 2008-2013 General Permit and associated Program Plan are very similar to the requirements of the 2013-2018 General Permit and associated Program Plan. As such, VSU continued to implement the 2008-2013 Program as appropriate while the new 2013-2018 Program was also prepared and implemented during the reporting period. This annual report includes an update on the 2013-2018 Program Plan requirements, as they were identified and completed during the Permit Term; however, any additional questions about the 2008-2013 Program can be addressed by the Program Administrator, if necessary.

Annual Reporting Requirement 1: A list of any written notifications of physical interconnection given by the operator to other MS4s

During the annual outfall IDDE screenings it was discovered that the VSU MS4 is interconnected with VDOT's MS4 along Chesterfield Avenue. A copy of the notification letter sent to VDOT has been included in Appendix MCM3

Annual Reporting Requirement 2: The total number of outfalls screened during the reporting period, the screening results, and detail of any follow-up actions necessitated by the screening results.

22 outfalls were screened during the reporting period resulting in no follow-up actions required aside from the continuation of annual screening unless otherwise required by suspected illicit discharge. Refer to Appendix MCM 3 for outfall screening results.

Annual Reporting Requirement 3: A summary of each investigation conducted by the operator of any suspected illicit discharge. The summary must include: (i) the date that the suspected discharge was observed, reported, or both; (ii) how the investigation was resolved, including any follow-up, and (iii) resolution of the investigation and the date the investigation was closed.

No illicit discharges were reported during the reporting period.

Annual Reporting Requirement 4: Outfall mapping & Database Table

The required outfall mapping and database table are provided in the Program Plan.

MCM 4: Construction Site Stormwater Runoff Control

This is the first year of the 2013-2018 General Permit term and as such the new Program Plan has been prepared to meet the new permit requirements for MCM4 as required at the time of this report. The requirements of the 2008-2013 General Permit and associated Program Plan are very similar to the requirements of the 2013-2018 General Permit and associated Program Plan. As such, VSU continued to implement the 2008-2013 Program as appropriate while the new 2013-2018 Program was also prepared and implemented during the reporting period. This annual report includes an update on the 2013-2018 Program Plan requirements, as they were identified and completed during the Permit Term; however, any additional questions about the 2008-2013 Program can be addressed by the Program Administrator, if necessary.

Annual Reporting Requirement 1: Total number of regulated land-disturbing activities

Four regulated land disturbing activities were conducted within the reporting period. Refer to Appendix MCM 4 for documentation.

Annual Reporting Requirement 2: Total number of acres disturbed

Approximately 50 acres of area was disturbed for this reporting period. Refer to Appendix MCM 4 for documentation.

Annual Reporting Requirement 3: Total number of inspections conducted

Approximately 12 inspections were conducted within this reporting period. The University is working to improve on the frequency and consistency of the inspections. Refer to Appendix MCM 4 for representative inspection report documentation.

Annual Reporting Requirement 4: A summary of the enforcement actions taken, including the total number and type of enforcement actions taken during the reporting period

No enforcement actions were taken beyond typical compliance time requirements provided on erosion and sediment control inspection forms.

MCM5: Post Construction Stormwater Management in New Development and Development on Prior Developed Lands

This is the first year of the 2013-2018 General Permit term and as such the new Program Plan has been prepared to meet the new permit requirements for MCM5 as required at the time of this report. The requirements of the 2008-2013 General Permit and associated Program Plan are very similar to the requirements of the 2013-2018 General Permit and associated Program Plan. As such, VSU continued to implement the 2008-2013 Program as appropriate while the new 2013-2018 Program was also prepared and implemented during the reporting period. This annual report includes an update on the 2013-2018 Program Plan requirements, as they were identified and

completed during the Permit Term; however, any additional questions about the 2008-2013 Program can be addressed by the Program Administrator, if necessary.

Annual Reporting Requirement 1: The operator shall maintain an updated electronic database of all known operator-owned and privately-owned stormwater management facilities that discharge into the MS4.

The required stormwater management facility database is provided in the Program Plan.

Annual Reporting Requirement 2: The operator shall submit an electronic database or spreadsheet of all stormwater management facilities brought online during each reporting year with the appropriate annual report.

Two BMPs were brought online during the reporting period. The most up to date stormwater management facility database is provided in the Program Plan.

Annual Reporting Requirement 3: VSU provides post-construction inspections and maintenance of operator-owned post-construction stormwater management facilities in accordance with the Annual Standards and Specifications for Erosion and Sediment Control and Stormwater Management provided in Appendix MCM 4 of the Program Plan.

Annual facility inspection reports are provided in Appendix MCM 5 for documentation purposes. The two new facilities brought online during the reporting period will be inspected annually as required starting in permit year 2.

MCM 6: Pollution Prevention/Good Housekeeping for Municipal Operations

This is the first year of the 2013-2018 General Permit term and as such the Program Plan has been prepared to meet the new permit requirements for MCM6 as required at the time of this report. While the 2013-2018 Program Plan was being prepared, VSU continued to implement the Pollution Prevention/Good Housekeeping for Municipal Operations Program from the 2008-2013 Program Plan that was included with the registration statement as allowed by the 2013-2018 General Permit. This annual report includes an update on the 2008-2013 MCM 6 Program Plan BMPs/elements in addition to an update on the 2013-2018 MCM 6 Program Plan BMPS/elements as appropriate. Subsequent annual reports will include the reporting requirements based on the 2013-2018 Program Plan.

Annual Reporting based on the 2008-2013 Program Plan:

BMP 2.6.1 Campus-wide pollution prevention and good housekeeping

Trash accumulation in Fleets Branch is minimized and controlled by conducting a daily trash pick-up on campus (seven days per week). Maintenance personnel police the campus every morning for trash to ensure that trash is picked up before it blows into catch basins, retention ponds, or Fleets Branch; additionally, trash is picked-up immediately following all outdoor sporting events to ensure that the campus grounds and the storm water system is kept clean.

In general, good Operations and Maintenance practices implemented and practiced on a routine basis included use of refueling checklists prior to fuel deliveries at the heating plant and when refueling the emergency diesel generators.

An Oil Discharge Control Plan (ODCP) was approved in July 2011 to meet DEQ requirements. The ODCP is designed to meet Commonwealth of Virginia DEQ requirements.

BMP 2.6.2 Nutrient Management Plan

A copy of the certification for 2013 is included in Appendix MCM 6 of this report. The University switched landscape service providers in January 2014. The staff using applying nutrients are certified applicators; copies of the certifications are included in Appendix MCM 6

Annual Reporting based on the 2013-2018 Program Plan:

Annual Reporting Requirement 1: A summary report on the development and implementation of the daily operational procedures

Daily operational procedures will be developed by permit year 2 as required by the 2013-2018 General Permit.

Annual Reporting Requirement 2: A summary report on the development and implementation of the required SWPPPs

Locations and facilities requiring SWPPPs have been identified in the Program Plan as required by the timeframes in the 2013-2018 General Permit. SWPPPs will be prepared planned to be developed and implemented by permit year 4 as required by the 2013-2018 General Permit.

Annual Reporting Requirement 3: A summary report on the development and implementation of the turf and landscape nutrient management plans that includes:

1. The total acreage of lands where turf and landscape nutrient management plans are required

Turf and landscape nutrient management plans are required by the MS4 permit on approximately 16.07 acres of campus.

2. The acreage of lands upon which turf and landscape nutrient management plans have been implemented

As required by the permit, NMPs are planned to be implemented on the following schedule:

a. By June 30, 2015, not less than 15% of all identified acres will be covered by turf and landscape nutrient management plans;

b. By June 30, 2016, not less than 40% of all identified acres will be covered by turf and landscape nutrient management plans;
c. By June 30, 2017, not less than 75% of all identified acres will be covered by turf and landscape nutrient management plans;
d. By June 30, 1018, not less than 100% of all identified acres will be covered by turf and landscape nutrient management plans;

A summary report on the required training, including a list of training events, the training date, the number of employees attending training and the objective of the training

The new Program Plan was prepared to reflect the training requirements of the 2013-2018 General Permit.

3.0 Results of Collected Data

Results of information collected and analyzed, including monitoring data, if any, during the reporting period.

Virginia State University was not required to collect and analyze any formal monitoring data during this reporting period.

4.0 Future Stormwater Activities

A summary of the stormwater activities the operator plans to undertake during the next reporting cycle.

- *Prepare Chesapeake Bay TMDL Action Plan*
- *Develop and implement Standard Operating Procedures*
- *Implement Training Program as developed in the 2013-2018 Program Plan*
- *Implement Public Education and Outreach Program as proposed in the 2013-2018 Program Plan*
- *Implement Public Involvement and Participation Program as identified in the 2013-2018 Program Plan*
- *Implement IDDE Program as identified in the 2013-2018 Program Plan*
- *Implement Construction Site Stormwater Runoff Control Program as identified in the 2013-2018 Program Plan*
- *Implement the Post-Construction Stormwater Management Program as identified in the 2013-2018 Program Plan*
- *Implement the Pollution Prevention/Good Housekeeping for Municipal Operations Program as identified in the 2013-2018 Program Plan*

5.0 Changes in BMPs and Minimum Control Measures

A change in any identified best management practices or measurable goals for any of the minimum control measures including steps taken to address deficiencies.

5.1. Changes in BMPs

This is the first year of the 2013-2018 General Permit and as such the Program Plan has been prepared to meet the 2013-2018 General Permit requirements. The BMPs/Program Elements have been provided in the 2013-2018 Program Plan included with this annual report submittal.

5.2. Changes in Measurable Goals

This is the first year of the 2013-2018 General Permit and as such the Program Plan has been prepared to meet the 2013-2018 General Permit requirements. The measureable goals have been provided in the 2013-2018 Program Plan included with this annual report submittal.

6.0 Government Reliance for Permit Obligations

Notice that the operator is relying on another government entity to satisfy some of the permit obligations (if applicable).

Not applicable at this time.

7.0 Section II C Program Status

The approval status of any programs pursuant to Section II C (if appropriate), or the progress towards achieving full approval of these programs

Not applicable at this time.

8.0 General Permit Section I B 9 Information

Information required for any applicable TMDL special condition contained in Section I

- *VSU has not been assigned any WLAs in any TMDLs as of the preparation of this report.*
- *The Program Plan has been updated to reflect the special condition requirements for the Chesapeake Bay TMDL.*

Appendix SC

No Special Conditions (SC) documentation is required with this annual report.

Appendix MCM 1

2014 FORT LEE EARTH AND SAFETY DAY

Exhibitor Participation Form

DUE: March 31, 2014

Thank you for participating in this year's Earth and Safety Day celebration! We sincerely appreciate your time, effort, and service to the Fort Lee Community. The event wouldn't be the same without you!

EVENT DETAILS: Thursday, April 24, 2014 from 8a.m. to 2p.m. at the Fort Lee Theater (Lee Playhouse) and adjacent parking lot and lawn areas. This year's event will consist of two, eighty minute presentations inside the Post Theater highlighting the importance of Environmental Stewardship, Safe Driving, and Suicide Prevention. Educational exhibitors and displays will be outdoors in the lawn and parking area surrounding the Theater. The event is open to Military and Civilian Personnel and the Fort Lee Community. No school children will be in attendance this year**.**

DIRECTIONS: From Lee Ave Gate, continue straight on Lee Ave, turn left onto Mahone Ave after Williams Stadium.

INCLEMENT WEATHER: This year's event will host scheduled speakers indoors, so there is no rain date. If inclement weather is forecasted, exhibitors unable to attend can notify the Exhibitor Coordinator at any time.

OTHER INFORMATION: Participation in the event is free and we will provide tables and chairs for your exhibit. However, you must provide your own table and chairs if not requested in this Participation Form by the due date. We apologize for any inconvenience as there is limited indoor/covered exhibit space. Covered space can be provided on a first-come-first-served basis or to accommodate health needs. We recommend exhibitors bring a popup tent to provide shade as we have a limited number of tents available. We apologize, but electricity is not readily available this year. All exhibitors are required to check in at the exhibitor check-in desk prior to set-up. You may set up your exhibit from 7a.m. to 8a.m. the morning of the event and we ask that you do not remove your exhibit until 2 p.m. If you require special set-up/take-down accommodation, please contact the Exhibitor Coordinator. Also, as this is an Earth and Safety Day event we ask that you remain conscious of your impact on the environment and safety when planning your exhibit – try to use recycled materials, reduce or eliminate paper handouts.

If you have any questions/comments/concerns feel free to contact the Exhibitor Coordinator at:
Alexander.a.alvarado6.ctr@mail.mil 804-734-5123

Your completion of this form indicates you understand and accept the event information described above.

Business/Organization Name: Virginia State University – College of Agriculture

Contact Person: Paula H. McCapes Title: Pub. Relations & Mktg Specialist

Address: 1 Hayden Street – Virginia State University

City/State: Petersburg, Va Zip Code: 23806

Phone #: 804.524.5839 Fax #: n/a

Emergency Phone #: 804.337.1886

Exhibit Plans/Details: Water Quality, Land Stewardship, Smart land use, organic gardening

# of Tables Requested: We will bring our own # of Chair Requested: We will bring our own

Location requested (covered walkway, lawn, near another exhibitor, etc.): Open area – we are approximately 4 10'x10' areas plus a large mobile laboratory (the size of a charter coach bus)

Other requests/comments: Click here to enter text.

Please return completed Participation Forms **by March 31** to alexander.a.alvarado6.ctr@mail.mil

Arbor Day at Ettrick Elementary

Published: May 20, 2014

ARTICLE TOOLS

FONT SIZE: [A] [A] [A]

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OUR SOCIAL NETWORKS

FACEBOOK Recommend 0

SIGN UP NEWSLETTER

CONTRIBUTED PHOTO Ettrick Elementary second-grade students help plant a tree in the school courtyard on Arbor Day.

contributed photos Virginia State University faculty joins Ettrick Elementary School students and staff on Arbor Day to plant a tree in the courtyard and lead a lesson about how trees grow.

On Arbor Day, April 25, Virginia State University donated a tree for the courtyard and a science lesson for second-grade students at Ettrick Elementary School. Dr. Gregory Frey spoke with the students about how trees grow as students helped to plant a tree in the courtyard. Albert Reid, Dr. Marcus Corner and Joel Koci from the VSU faculty all assisted in helping the Ettrick students experience this hands-on lesson about Arbor Day and trees. Students were given trees to plant at home and additional seedlings were planted at Ettrick Elementary School. Kimberly Reynolds of Chesterfield County Public Schools said in an emailed statement, "It will be great, a unique educational experience for these second-grade students to see how these seedlings have grown over the years as they mature in grade levels and the trees mature in height." Reynolds also said that the partnership between Virginia State University and Ettrick Elementary School allows students to learn from some of the best educators of agriculture.

We welcome user discussion on our site, under the following guidelines:

To comment you must first create a profile and sign-in with a verified DISQUS account or social network ID. Sign up here.

Comments in violation of the rules will be denied, and repeat violators will be banned. **Please help police the community by flagging offensive comments for our moderators to review.** By posting a comment, you agree to our full terms and conditions. Click here to read terms and conditions.

Comments for this thread are now closed.

ALSO ON PROGRESS INDEX

Goal: Recycle 4K tons 1 comment

Local student receives national honor 1 comment

The VSU Small Farm Outreach Program presents

The 43,560/USDA Field Day

Thursday, June 12, 2014

at VSU Randolph Farm

4415 River Road, South Chesterfield, VA

Learn How:

* You can possibly gross up to $43,560 on one acre of land
* USDA can help you grow your operation through the new Farm Bill

Schedule

8:00 AM -	Registration Opens (breakfast for pre-registered attendees)
8:45 AM -	Welcome and Introductory Remarks
9:15 AM -	Transition to First Breakout Session
9:30 AM -	Session One Begins
10:45 AM -	Transition to Second Breakout Session
11:00 AM -	Session Two Begins
12:15 PM -	Official End of Program (Speakers will remain on site to answer questions from attendees.)

Pre-registration is free and guarantees box breakfast

EVENT WILL BE HELD RAIN OR SHINE

Register now at:
http://tinyurl.com/vsufieldday2014
or call Mark Klingman at (804) 524-5493

Sponsored by Virginia USDA StrikeForce,Old Dominion Electric Cooperative, and Colonial Farm Credit

Appendix MCM 2

Amelia Wehunt

Subject: Tree Campus USA Committee Meeting
Location: Physical Plant, Rm. 10A

Start: Tue 5/6/2014 2:00 PM
End: Tue 5/6/2014 4:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Tentatively accepted

Organizer: Jane S. Harris

Please hold this date for the first meeting of the Tree Campus USA committee for VSU
Meeting details to be distributed closer to meeting date

COMMITTEE
MEMBERS

Jane Harris	jsharris@vsu.edu	Associate Vice President	Capital Outlay and Facilities
Jonathan Taylor	jataylor@vsu.edu	Director, Capital Outlay	Capital Outlay and Facilities
Gilbert Hanzlik	ghanzlik@vsu.edu	Director, Facilities	Capital Outlay and Facilities
Billy Pipp	wpipp@vsu.edu	Contractor	Capital Outlay and Facilities
Miles Steele	msteele@vsu.edu	Contractor	Capital Outlay and Facilities
Amelia Wehunt	amelia.wehunt@timmons.com	Contractor	Capital Outlay and Facilities
Peter Girardi		Contractor	Capital Outlay and Facilities
Greg Frey	gfrey@vsu.edu	Assistant Professor	Cooperative Extension
Chris Catanzaro	ccatanzaro@vsu.edu	Associate Professor	Agriculture
Sarah Melissa Witiak	switiak@vsu.edu	Assistant Professor	Biology
Angela Baker	angela.baker@live.com	Graduate Student	Biology
Heather Barrar	BarrarH@chesterfield.gov	Sr. Planner	Chesterfield County
Richard Reuse	richard.reuse@dof.virginia.gov	Area Forester	VA Dept of Forestry
Joel Koci	jkoci@vsu.edu	Extension Associate	Cooperative Extension
Mike Hickam	mhickam@vsu.edu	Safety Manager	Campus Safety Office

DRAFT

VSU Campus Tree and Stormwater Advisory Committee

May 2014

Members

Jane Harris	jsharris@vsu.edu	Associate Vice President	Capital Outlay and Facilities
Jonathan Taylor	jataylor@vsu.edu	Director, Capital Outlay	Capital Outlay and Facilities
Gilbert Hanzlik	ghanzlik@vsu.edu	Director, Facilities	Capital Outlay and Facilities
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Heather Barrar	BarrarH@chesterfield.gov	Sr. Planner	Chesterfield County
Richard Reuse	richard.reuse@dof.virginia.gov	Area Forester	VA Dept of Forestry
Joel Koci	jkoci@vsu.edu	Extension Associate	Cooperative Extension
Mike Hickam	mhickam@vsu.edu	Safety Manager	Campus Safety Office

Zamy Brown

Agenda

1. Welcome and Introductions
2. Purpose of the Committee
   - Tree Campus USA (see appendix)
   - MS4 Operator
3. Discussion of committee membership and need for bylaws and/or formalization of membership selection process
4. Arbor Day Observance at Ettrick Elementary (April 25, 2014)
5. Tree Campus USA Application
6. Campus Tree Inventory (Frey, Baker)
7. Campus Tree Care Plan (Koci)
8. Other Business

Tree Campus USA Standards

National Arbor Day Foundation

http://www.arborday.org/programs/treeCampusUSA/standards.cfm#standard1

Standard 1 - Campus Tree Advisory Committee

A Campus Tree Advisory Committee comprised of members representing the diverse audience of those with a stake in campus trees is established and meets regularly.

This committee must include a representative from each of the following audience:

- Student (undergraduate or graduate).
- Faculty.
- Facility Management.
- Community - for example - city forester, municipal arborist, community tree board member.

Each individual campus may also have other interested student organizations, alumni, faculty, or staff that could be represented such as administration, sustainability coordinator, professor emeritus, etc.

While responsibility of the campus trees often ultimately lies with the campus forester, arborist, landscape architect, or designated facilities department, the Campus Tree Advisory Committee can assist in providing guidance for future planning, approval of a comprehensive campus tree plan, education of the campus population as to the benefits of the campus trees, and development of connectivity to the community.

Standard 2 - Campus Tree Care Plan

A Campus Tree Care Plan should be flexible enough to fit the needs and circumstances of the particular campus. The Tree Care Plan should be goal oriented and provide the opportunity to set good policy and clear guidance for planting, maintaining, and removing trees. It also provides education to the campus community, citizens, contractors, and consultants about the importance of the campus forest and the protection and maintenance of trees as part of the growth and land development process.

A Campus Tree Care Plan must include:

- Clearly stated purpose.
- Responsible authority/department - who enforces the Campus Tree Care Plan.

- Establishment of a Campus Tree Advisory Committee, terms of the representatives, and role committee plays.
- Campus tree care policies for planting, landscaping, maintenance and removal including establishing and updating a list of recommended and prohibited species; managing for catastrophic events.
- Protection and Preservation policies and procedures - include process for implementing tree protection plan including step-by-step process that every project must follow including construction and trenching.
- Goals and Targets - develop at least one goal and target for your Campus Tree Plan. These could include (but are not limited to) tree canopy target, development of a link between the Campus Tree Plan and other green initiatives on campus or in the community; completion of a campus-wide tree inventory, etc. Include how the goal will be measured.
- Tree damage assessment - enforcement, penalties, and appeals.
- Prohibited practices.
- Definitions of terminology related to campus trees.
- Communication strategy - how the campus tree care plan will be communicated to the college community and contractors to heighten awareness about policies and procedures as well as the goals of the institution.

Both Georgia Tech and Virginia Tech have great examples of a comprehensive Campus Tree Care Plan. You may download PDFs of their documentation:

Standard 3 - Campus Tree Program with Dedicated Annual Expenditures

A college campus, to be designated a Tree Campus USA, must allocate finances for its annual campus tree program. Evidence should be shown that an annual work plan has been established and expenditures dedicated towards that work plan.

It is suggested, but not mandatory, that campuses work towards an annual expenditure of $3 per full-time enrolled student.

Expenditures could include, but are not limited to:

- Cost of trees purchased
- Labor, equipment and supplies for tree planting, maintenance (pruning, watering, fertilization, mulching, competition control, etc.) and removal, if needed
- Value of volunteer labor (# of hours × $18) and other contributions from student or civic organizations
- Staff time dedicated to campus forest planning, tree care contractors

- All associated costs of the campus tree management including:
    - public education related to the campus forest;
    - professional training;
    - related association memberships (International Society of Arboriculture and local chapter, Society of Municipal Arborists, state urban forest council, etc.);
    - campus tree inventory

Standard 4 - Arbor Day Observance

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Evidence - recording of date observance was held with attachment that includes program of activities, news coverage, and/or pictures.

Standard 5 - Service Learning Project

The Service Learning Project should be an outreach of the spirit of the Tree Campus USA initiative. This project should provide an opportunity to engage the student population with projects related to trees and can be part of a campus or community initiative. The project must be done within the course of the year application is submitted.

Project ideas include, but are not limited to:

- Volunteer tree plantings or tree maintenance
- Tree inventory (campus or community)
- Establish a Nature Explore Classroom for young children at an early childhood development center on your campus or in your community. Learn more about Nature Explore Classrooms.
- Establishment of campus arboreta
- Student-led effort to have community designated a Tree City USA
- Coordinate internships with the urban forestry or parks department in your community
- Assist Project Learning Tree or other programs centered around trees in training teachers at schools near your campus or organize training for your school's College of Education
- Other tree-related service learning or educational programs for students
- Partnership with state forestry departments on regional projects

Virginia State University Tree Care Plan

Purpose: The overall purpose is to provide an aesthetic, safe and a sustainable campus urban forest. The purpose will be accomplished by utilization of ANSI A. 300 and Z. 60 standards along with ISA's best management practices (BMPs) the following objectives will be satisfied.

- Ensure proper plant selection for the site.
- Ensure proper plant age diversity, by proper maintenance of the mature trees along with the maintenance of the younger trees.
- Ensure proper plant diversity by utilizing the Santamore rule of 10% species/20% genius/30% family.
- Ensure the protection of tree/plantings in construction site and staging area.
- Establish a response plan for the safe and timely cleanup of tree debris following a sudden weather event.
- Ensure the replacement of a tree when it has died or displaced due to pest infestation, construction activity, or weather.
- Ensure that ANSI A. 300 and ANSI Z. 60, along with ISA's best management practices are written into contracts.

Responsible Department: The Virginia State University Facilities Department (along with the UF Exten.) is/are responsible for the tree care plan.

The Campus Tree Advisory Committee is composed of

Campus Arboriculture Practices

Preface; Current woody plant maintenance emphasizes the need to look at plants in holistic manor. With this approach one considers all three organs (roots- stems- foliage) and how they need to work in unison so the plant is able to reach its full potential and reach its normal live span. Woody plants have a juvenal, mature and over mature life stage, and each period requires different maintenance procedures. For woody plants to obtain their full potential proper handling in the juvenal stage is very critical for complete proper development of the plant. Following is an outline of arboricultural practices that will enhance woody plants ability to reach its full potential.

1. Planting;

Proper installation of woody plants is the most important aspect for perpetuating the campus urban forest. Specs should be written into the contract to follow ISA BMP standards for installation.

2. Pruning;

Schedule of pruning will be defined by the plants location, age, Genus. The type of pruning to be performed will be written into the contract.

3. Cultural Practices;

Refers to proper mulching, fertilization and pest management.

4. Other Practices;

Removals, Storm damage response

5. Protection and Preservation;

To enhance tree survival due to construction activity a qualified assessor consulted at the DESIGN stage. This follows ANSI standards and ISA BMPs. Not all trees are savable but those that are can be identified, and the impact reduced.

6. Goals and Targets;

Tree inventory, Tree canopy survey, Landscape Master plan

7. Tree Damage Assessment, Enforcement and Penalties

This refers to contractors doing damage to trees/plantings during their activity, vandalism and other damage to vegetation.

8. Prohibited Practices

Bike locking to trees, Destruction of trees (Va. Code title18.2 chp.5, sec18.2)

9. Communication Strategy

Once adopted the Campus Tree Care Plan will be used by the University Architect, included with invitation to bid, and staff made aware of the tree care procedures.

WHY SHOULD MY SCHOOL PARTICIPATE?

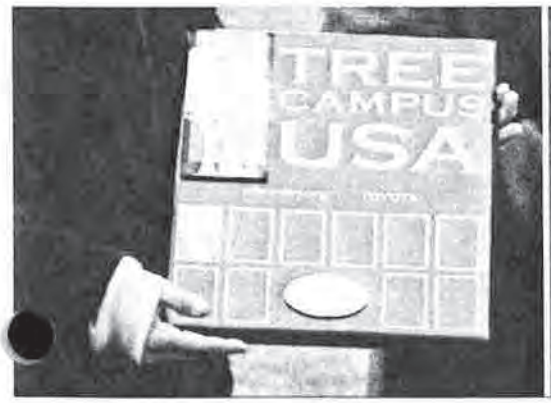
Trees benefit the environment. They provide shade, protect us from the wind, and clean our air. . .

BUT YOUR CAMPUS CAN BENEFIT AS WELL:

- A commitment to trees on your campus can significantly reduce the amount of energy a campus, and community, needs to generate.
- Planting, and maintaining, trees on your campus and in the community reduces carbon dioxide in the atmosphere.
- Green spaces give students and faculty the setting to relax with others, or on their own.
- Involving students in service learning projects focusing on the planning, planting, and maintenance of trees on campus encourages their commitment to creating a more sustainable future for all.

By meeting the annual standards and being recognized as a Tree Campus USA® college, you will create a campus that not only helps to benefit and create a more sustainable environment, but instills pride in the students, faculty, and community.

Tree Campus USA colleges will receive the recognition materials below that can be showcased throughout the campus, as well as press releases to be distributed on campus and in the community.



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Tree Campus USA Summary of Standards

Your college campus can receive annual Tree Campus USA recognition by meeting five standards. Campuses meeting these standards will receive recognition materials to showcase their dedication to the campus environment.

The standards should be completed, and application submitted, by December 31 to be recognized as a Tree Campus USA college for that calendar year.

- Standard 1 — Campus Tree Advisory Committee
- Standard 2 — Campus Tree Care Plan
- Standard 3 — Campus Tree Program with Dedicated Annual Expenditures
- Standard 4 — Arbor Day Observance
- Standard 5 — Service Learning Project

Apply now.

If you have specific questions about tree planting or maintenance, contact your local Urban Forestry Coordinator or Arborist.

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Tree Campus USA Standards

Standard 1 - Campus Tree Advisory Committee

A Campus Tree Advisory Committee comprised of members representing the diverse audience of those with a stake in campus trees is established and meets regularly.

This committee must include a representative from each of the following audience:

- Student (undergraduate or graduate).
- Faculty.
- Facility Management.
- Community - for example - city forester, municipal arborist, community tree board member.

Each individual campus may also have other interested student organizations, alumni, faculty, or staff that could be represented such as administration, sustainability coordinator, professor emeritus, etc.

While responsibility of the campus trees often ultimately lies with the campus forester, arborist, landscape architect, or designated facilities department, the Campus Tree Advisory Committee can assist in providing guidance for future planning, approval of a comprehensive campus tree plan, education of the campus population as to the benefits of the campus trees, and development of connectivity to the community.

Standard 2 - Campus Tree Care Plan

A Campus Tree Care Plan should be flexible enough to fit the needs and circumstances of the particular campus. The Tree Care Plan should be goal oriented and provide the opportunity to set good policy and clear guidance for planting, maintaining, and removing trees. It also provides education to the campus community, citizens, contractors, and consultants about the importance of the campus forest and the protection and maintenance of trees as part of the growth and land development process.

A Campus Tree Care Plan must include:

1. Clearly stated purpose.
2. Responsible authority/department - who enforces the Campus Tree Care Plan.
3. Establishment of a Campus Tree Advisory Committee, terms of the representatives, and role committee plays.
4. Campus tree care policies for planting, landscaping, maintenance and removal including establishing and updating a list of recommended and prohibited species; managing for catastrophic events.
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Apply to become a Tree Campus USA college.

Tree Campus USA is an Arbor Day Foundation program sponsored in partnership with Toyota.

TREE CAMPUS USA TOYOTA

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Take Action

Share Your Story

Apply Now

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- Your State
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FAQ for Tree Campus USA

Standard 1: Establishment of a Campus Tree Advisory Committee

Does the Campus Tree Advisory Committee have to be a newly established committee, or if we already have one that has the same function, just a different name, can this be considered our Tree Advisory Committee?

As long as there is a committee that manages the implementation of your Tree Care Plan and has the required representatives (one member from the faculty, facilities department,

ommunity, and students), it can be a newly organized group or one that has already been established.

What are examples of meeting agendas for the Tree Advisory Committee?

If you have never met as a committee before, consider for your first meeting, gathering all the appropriate representatives simply to discuss the Tree Campus USA program and the goals that need to be achieved to receive the recognition within that calendar year.

Future meetings can be held to set targets for the following year, update your tree care plan, get feedback/advice from representatives about tree management issues, etc.

Is the Campus Tree Advisory Committee going to take decision-making authority away from the grounds or facilities departments?

No, the Campus Tree Advisory Committee is just that - advisory. This committee will provide valuable insights, support, and advice to grounds or facilities departments, which generally hold the decision-making authority when it comes to campus tree management.

"Describing the committee's value, Matt Gart, Campus Landscape Architect at Virginia Tech, focuses on their role as a resource for addressing landscaping issues. 'When we aren't certain of the best route, we ask for wisdom from the committee,' he says. 'For example, to remove a tree in today's climate, you need others to back you. They fulfill that role. They're also great reinforcement when you need backing for projects. I've discovered that, after I get their approval and approach administration for funding, we're much more likely to receive the financial support we've requested.'" - *(Excerpt from the Professional Grounds Maintenance Society's September/October 2008 Forum newsletter. PP. 22-23)*

The Campus Tree Advisory Committee members and establishment date are already written on the main application page. Is more information needed about it in our Tree Care Plan?

Yes, it is important to establish your committee within the Tree Care Plan document, describe its role, which persons will be included in the committee, and the terms of the committee members. This component of the Tree Care Plan is often left out by colleges as they assume that since they listed the members under Standard 1 they do not need to address the committee again in the Tree Care Plan.

Standard 2: Evidence of a Campus Tree Care Plan

Can the Tree Care Plan be changed in the future?

Your Tree Care Plan can always be changed and should be reviewed and/or updated regularly. When applying for recertification, at the very least, the "Goals" section will need to be updated on a yearly basis. Every fifth year, a newly revised plan must be submitted.

We already have a Tree Care Plan. Do we have to make up a new one to meet all the specifications listed under Standard 2?

No, you do not have to create a new document, but all 10 of the components of a Tree Care Plan listed under Standard 2 must be included somewhere in the plan.

Do you have an example of a Campus Tree Care plan?

Yes, Virginia Tech's and Georgia Tech's Tree Care plans are available for download, below. Both plans characterize the purpose of this standard by establishing a document that can be used as a reference tool to educate individuals about the campus' tree care goals. **Please do not copy and paste from these documents.**

- Virginia Tech
- Georgia Tech

Standard 3: Dedicated Annual Expenditures

Does the Arbor Day Foundation have suggestions for how we could get more funds for tree-planting and management?

The Arbor Day Foundation strongly encourages you to work toward achieving Tree Campus USA recognition. Going through the process of organizing your campus' tree care and management plans clearly demonstrates to your administration, donors, and grantors that you have a plan and vision for your campus trees. The aforementioned groups will be more likely to fund projects for campuses that can directly illustrate how they will be using and caring for trees on their campus in the future.

If we become a Tree Campus USA college, will there be specific grant money made available to us that otherwise wouldn't be?

No specific grant money is available through the Arbor Day Foundation. It can only help you, though, when applying for grants through other organizations, to have the Tree Campus USA designation that recognizes your achievements of best tree management practices. Sometimes grant funding is available through state forestry departments. State Urban Forestry Coordinators can provide insight on any grants that may be available to your institution.

Standard 4: Involvement in an Arbor Day Observance

Does the Arbor Day observance have to be on Arbor Day?

No, you can organize an Arbor Day observance on a date that is most convenient for your campus.

Does the Arbor Day observance have to pertain only to trees or can it include other elements of the environment and community involvement in outdoor education?

The Arbor Day observance can include other elements of the environment and community involvement. For example, if you already have a yearly "Sustainability Week" and want to have an Arbor Day observance in conjunction with that event, that will fulfill the requirements for Standard 4.

Standard 5: Instituting a Service Learning Project

Do our service projects have to take place on our campus?

Service projects can be held off campus, but they should engage your own college students and take place within the local community.

Do we have to create a unique service project every year?

No, you can do the same service project every year.

Miscellaneous

If we have questions about specific trees on our campus, are there recommendations of whom we should call?

Yes, the Arbor Day Foundation always encourages you to get in touch with your local International Society of Arboriculture (ISA)-certified arborist or Urban and Community Forester since they live in your area and know the specifics of tree care and management for your community. For links to these contacts, visit our list of Urban Forestry Coordinators or the International Society of Arboriculture.

Tree Campus USA is an Arbor Day Foundation program sponsored in partnership with Toyota.

TREE CAMPUS USA TOYOTA

VSU Campus Tree and Stormwater Advisory Committee Meeting Minutes
May 6, 2014

- **Introductions**
  Dr. Frey issued a brief welcome and purpose of the meeting, and the committee, representing University faculty, staff, students, contractors, state government, and adjacent local government conducted self-introductions.

- **Tree Campus USA discussion**
  1. The purpose of the Tree Campus USA committee is multi-fold and provides many benefits representing a broad ranges of interests including:
     - Aesthetics;
     - Security;
     - Campus Tree Health;
     - Stormwater and water quality benefits; and
     - Minimizing maintenance costs.
  2. Dr. Frey provided a brief summary of the University's participation in an Arbor Day Observance at Ettrick Elementary School on April 25, 2014. 100 trees were planted.
  3. A brief discussion the Tree Campus USA Application was had, and a consensus was reached that the University is very close to, or has met, each the five standards.
  4. Dr. Frey and Angela Baker provided an informal presentation on the Tree Inventory standard and their progress. Ms. Baker discussed their methodology and answered questions. The group provided feedback on any additional data desired to be collected during the Tree Inventory process, as follows:
     - Size, including diameter at breast height (DBH), and crown
     - Condition
     - Potential hazardous limbs
     - Canopy coverage
     - Conflicts – the group reached a consensus that any staking/guy wires found can be removed as they have likely been in place for the 9 month maximum.

     Mr. Billy Pipp offered to provide/lend the Tree Inventory group a total of six reflective vests to use when conducting the Tree Inventory.
  5. Joel Koci has prepared a Tree Care Plan that was disseminated to the group for review prior to the meeting, and it was established that he will be the responsible party/contact for the Tree Care Plan.
  6. A fair amount of discussion was conducted revolving around the CPTED (Crime Prevention through Environmental Design) program, and the need to select appropriate vegetative species on campus so as to not hinder safety and sight lines.
  7. It was recommended a Campus Walk be conducted by a sub-committee to communicate varying perspectives and prevent any potential conflicts of interest.
  8. Information sharing – some discussion was had on different sets of information that has been collected, established through various University activities, and it was determined that an added

benefit of the Committee is the opportunity to share relevant information and data for mutual benefit.

- **MS4**—Aislinn made a brief presentation on the University's MS4 including addressing the "Who, What, When, Where, and Why," to provide the Committee goals and objectives of the meeting as pertained to the MS4 Permit, MCM#1. Specifically, Aislinn expressed a desire for the committee to establish some ideas regarding high priority water quality issues on campus and associated target audiences, as well as means and methods to distribute a stormwater relevant message.

- **Public Education and Outreach on Stormwater Impacts**
  The group performed a brainstorming activity and identified the four following high priority water quality issues with associated target audiences and potential strategies to develop the University's Stormwater Education and Outreach Program:
  1. Reduce runoff from development on campus/address poor quality receiving waters and/or degraded streams
     - Rationale: The University is presently implementing a Campus-wide Master Plan and desires to minimize its development impact on the hydrologic cycle
     - Target Audience/Population Size: Professional A/E Community conducting Designs on Campus
     - Means and Methods: Stormwater Management Plan, Annual Standards and Specifications for Erosion and Sediment Control and Stormwater Management, Campus Design Guidelines incorporating the Tree Care Plan specifications.
  2. Litter and Recycling
     - Rationale: The University strives to reduce litter into storm sewer systems on campus and adjacent receiving waters and promote the recycling program
     - Target Audience/Population Size: Department of Agriculture student population
     - Means and Methods: Activities conducted in the Natural Resource Management and Urban Natural Resource Management classes
       - Storm drain marking
       - Stormwater management facility tours
       - Guest speakers
  3. Illicit Discharges
     - Rationale: The Food Service workers need educated on proper disposal of Fats, Oil and Grease and good housekeeping and pollution prevention measures
     - Target Audience/Population Size: Food Service Workers
     - Means and Methods: Fact sheets disseminated annually, education signage/posters posted in prominent location.
  4. Student and Faculty Stormwater Education Outreach
     - Rationale: Overcome the challenge of communicating with students who may not regularly seek out environmental information (i.e., Honors students, Ag and Biology Students, Natural Resource students)
     - Target Audience/Population Size: Students and Faculty interested in Student Affairs

        - Means and Methods: Distribute educational materials and/or conduct annual stormwater presentation at a minimum of one Town Hall event per year.

- **Public Involvement & Participation**
  The committee did not specifically choose four public participation activities from the list of activities previously defined below and included in the agenda, but did add new activities to the list (bold):
    - Earth Day at Ettrick Elementary
    - Campus-wide or possibly Facilities/Capital Outlay Earth Day Event
    - Fort Lee's Annual Earth Day
    - Tree Campus USA Program
    - Farm Vegetable Pick
    - Opportunities with other MS4s, like the rain barrel workshop and Chesterfield Sustainability Committee
    - Kid's Tech University Event
    - Classroom guest speakers that focus on stormwater
    - **Arbor Day – The University recently participated in Arbor Day activities at Ettrick Elementary and planted 100 trees**
    - **Tree Inventory**

- **Action Items**
  The following list of action items was generated during the Committee Meeting:
    - Aislinn will summarize the Post-it Board Easel Pad notes in minutes for the Committee;
    - Committee members will follow up with each other and share relevant data/information;
    - Committee members will volunteer for appropriate sub-committees as follows:
        - An educational activity sub-committee to review and formalize the Stormwater Education and Outreach Plan.
        - A Campus-Walk sub-committee interested in providing biological and CPTED guidance for the Tree Campus USA standard development.
    - The Tree Care Plan will be incorporated into University Design Guidelines;
    - The next VSU Campus Tree and Stormwater Advisory Committee meeting will likely be scheduled for late summer, prior to the start of the fall semester.

Amelia Wehunt

From: Aislinn Creel
Sent: Tuesday, November 05, 2013 11:43 PM
To: Amelia Wehunt
Cc: Andrew Gould
Subject: FW: Rain Barrels

Amelia,

Darryl forwarded me a couple of other emails, but this one is very useful. VSU has a professor (Dr. Witiak) who is getting grant money and instigating public outreach for rain barrel workshops. I suggest we find a way to bring her and her colleagues in Facilities Management to work toward a common goal, at least regarding MCMs 1 and 2, if nothing else.

Thanks,
Aislinn

-----Original Message-----
From: Darryl Walker [mailto:dwalker@petersburg-va.org]
Sent: Tuesday, November 05, 2013 11:13 AM
To: Aislinn Creel
Subject: FW: Rain Barrels

FYI - here's the specifics of the other grant I was referring to with VSU. More on this to follow.

-----Original Message-----
From: Sarah M. Witiak [mailto:switiak@vsu.edu]
Sent: Friday, August 23, 2013 11:01 AM
To: Darryl Walker
Subject: Rain Barrels

Hello Darryl,

I am getting the grant proposal together for the rain barrel workshop. We have up to 4000 available, which I think we should spend as much as possible on the barrels. I have some calls out to see who will give us a deal on the barrels in bulk.

In the meantime, here are some tasks that we will have to do/explain in the proposal. Any places where you can offer help/direction will be great. I think we have a good shot at getting it from my conversations with people on campus.

Short background on stormwater in Petersburg and importance of community education Role of rain barrels in sw mgmt.

how we will do the program:

I have spoken to some other folks, and they suggested 3 short (15-20 min) speakers - a powerpoint for a general overview of options, a panel discussion, and maybe a local watershed person. There is someone in ag who may be able

to help with one of these, you might be able to do one, and so if you know someone else who is a good speaker, let me know. We should probably also have a demonstration of how to install/use/maintain the barrel.

Have students help people figure out area/volume drained on site after presentations - we can train them I think, and can use google earth perhaps?

we need to have a site for the workshop - train station? If the city can donate the space ,that would be great.

Paper/printing - maybe send every attendee with a copy of your credit manual that is on the web?

10$ registration fee - important so that people actually show up. More than one person from the family can come on a single fee, but they only get 1 barrel per fee. The registration fee could be used to help cover paper costs if needed or into publicity. Might ask them to bring info about their house (gutter position etc)

Publicity - I know the paper best, but you might have more/better suggestions (churches? TV? Radio?)

We will need a letter of support from the city for the grant (due sept 15 I think)

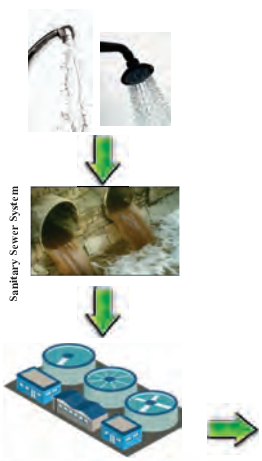
Smiles,
Sarah Melissa

WHAT IS STORMWATER MANAGEMENT & WHY DOES IT MATTER?

Amelia Wehunt, PE

April 14, 2014

Wastewater, Stormwater, & Drinking Water



Pollutants in Stormwater

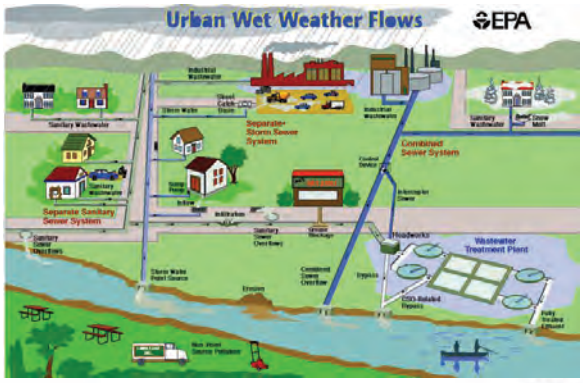
- ✓ Polluted stormwater runoff has many adverse effects on plants, fish, animals, and people!
- ✓ Common Stormwater Pollutants:
  - Sediment
  - Excess nutrients from fertilizers (nitrogen & phosphorus)
  - Bacteria
  - Debris and trash
  - Hazardous wastes such as pesticides or herbicides
  - Petroleum products from vehicles and parking lots
  - Deicing materials
  - Thermal pollution

What is an MS4?

- ✓ Municipal separate storm sewer system
- ✓ Storm sewer pipes are not connected to sanitary sewer pipes
- ✓ An MS4 can be:
  - Cities or counties
  - Colleges or Universities
  - Correctional facilities
  - Hospitals
  - Military Bases

VSU is an MS4!

Example of an MS4



TIMMONS GROUP

What Does an MS4 Operator Do?

- Public Outreach and Education
- Public Involvement/Participation
- Illicit Discharge Detection and Elimination
- Construction Site Stormwater Runoff
- Post-Construction Stormwater Management
- Pollution Prevention/Good Housekeeping

TIMMONS GROUP

MCM 1: Public Outreach and Education

✓ This MCM requires regulated small MS4s to develop and implement a program that promotes awareness of pollution prevention techniques and engagement with local watershed quality.

TIMMONS GROUP

MCM 2: Public Involvement/Participation

✓ This MCM requires regulated small MS4s provide opportunities for the public to play an active role in both in both the development and implementation of the program.

TIMMONS GROUP

MCM 3: Illicit Discharge Detection & Elimination

- ✓ Illicit discharges enter the system through two avenues:
  - Direct Connections
    - Wastewater piping either mistakenly or deliberately connected to the storm drains
  - Indirect Connections
    - Infiltration into the MS4 from cracked or damaged sanitary systems
    - Spills collected by drain inlets
    - Paint, used oil, or other pollutants dumped directly into a drain

- ✓ Once an illicit discharge is identified and/or detected, the source must be eliminated!

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YOUR VISION ACHIEVED THROUGH OURS.

MCM 4: Construction Site Stormwater Runoff Control

- ✓ Ensures that sediment and pollutants from construction activities do no enter the storm sewer system
- ✓ Examples:
  - Construction entrance
  - Silt fence
  - Matting/Mulching
  - Storm drain inlet protection

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

MCM 5: Post-Construction Stormwater Management

- ✓ Requires the operator of the regulated small MS4 to develop, implement, and enforce a program to enforce a program to reduce post-construction runoff to their storm sewer
- ✓ Includes a combination of structural and non-structural BMPs
- ✓ Some common structure BMPs include:
  - Detention ponds
  - Retention ponds
  - Bioretention
  - Green parking
  - Proprietary BMPs

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MCM 6: Pollution Prevention & Good Housekeeping

- ✓ Requires the small MS4 operator to examine and alter their own actions to help ensure reduction in the amount and type of pollutant that:
  - Collect on streets, parking lots, open spaces, and storage and vehicle maintenance areas
  - Results from actions such as environmentally damaging land development and flood management practices
- ✓ Common pollution prevention & good housekeeping practices:
  - Street sweeping
  - Maintaining storm inlets
  - Protecting equipment
  - Disposing of waste

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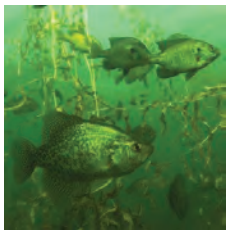
How does an MS4 Program Impact Water Quality?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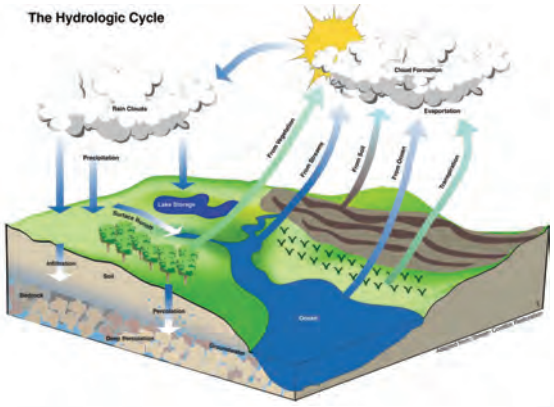
The Hydrologic Cycle



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Development & Urbanization Affect the Hydrologic Cycle!

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What Can We Do About Protecting Our Waters?

- ✓ Responsible water use and waste disposal
- ✓ Education of others on the importance of water quality
- ✓ Best Management Practices (BMPs)



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Did you know?

There is a retention basin BMP located behind the Jesse B. Bolling Building

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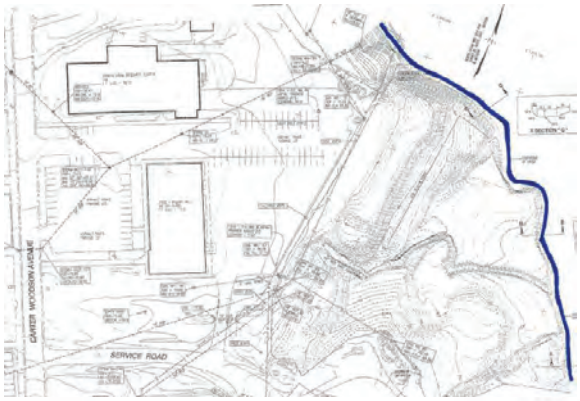
Before Construction of the Retention Pond



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After Construction of the Retention Pond

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Questions?

MS4 Programs ultimately serve to protect our waterways and ensure that water bodies are safe for recreation, aquatic life, and also to ensure safe drinking water for all of us!

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Graphic/Photo References

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- http://drystonegarden.com/index.php/2010/05/
- http://www.indianasmallmouthalliance.org/index.php?subaction=showfull&id=1201312215&
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Appendix MCM 3

VIRGINIA STATE UNIVERSITY

POST OFFICE BOX 9414
PETERSBURG, VIRGINIA 23806

Capital Outlay

Phone (804) 504-7500
Fax (804) 524-5383

September 10, 2014

Virginia Department of Transportation
c/o Roy T. Mills, State Stormwater Program Administrator
1401 E. Broad Street
Richmond, VA 23219

Subject: **MS4 Permit; Notice of Potential Interconnected Stormwater Systems**

Attention: MS4 Permit Manager

Virginia State University (VSU) is a Phase II small MS4 and is covered under the Virginia Stormwater Management Program (VSMP) General Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer System (Registration Number VAR040119).

The purpose of this letter is to notify you of the potential for interconnections between the stormwater systems operated by VSU and the stormwater systems that you operate. The MS4 permit requires that VSU notify in writing, any downstream regulated MS4 to which VSU is physically interconnected. There is no action required on your part at this time, as this letter is for notification purposes only.

If you have questions or desire additional information related to this subject, please contact me at 804-504-7500 or jataylor@vsu.edu.

Sincerely,

Jonathan Taylor
MS4 Program Administrator
Virginia State University

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Virginia State University

Stormwater Outfall Inspection Form

Outfall ID #	Inspection Date:	Inspector:	Photo #'s:
1	7/30/14	E. Gallagher C. Chappell	431, 432, 433

Outfall Description			End of Pipe Diameter: 2.4 ft	Pipe Material	
	X	Circular		X	Concrete
		Elliptical			PVC
		Box			Steel
		Other:			Other:

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate
7/27/14	0.08	

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Visual Observations

Findings			Visual Observations		
	Outfall Submerged? Y (N)		Flow Present ? (Y) N		
	If yes, (Circle):		Width of Water Surface: 4'		
	Water:		Approximate Depth of Water (ft.): 0.02'		
	Fully		Approximate Flow Velocity (ft./s): 1		
	Partially		Approximate Flow Rate (cfs): .008		
	Sediment:		Flow Color/Clarity (Check all that apply):		
	Fully		(Clear)		
	Partially		Muddy		
	Debris Around Outfall (Check all that apply):		Milky		
	None		Sheen		
	Sediment		Soapy Foam		
	Trash	✓	Other:		
	Other:				
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):		
	None	✓	(None)		
	Sediment		Petroleum		
	Trash		Sewage		
	Other:		Other:		

Visual Observations (Circle)	Floatables	Y/(N)
	Deposits/Stains	Y/(N)
Describe		
Vegetation Condition (Circle)	Excessive	Inhibited
Describe	None	
Pipe Condition (Circle)	(Good) Fair Poor	
Describe		

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PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Fleets Branch			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher _____ 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Fax: (804)524-5383

Virginia State University

Stormwater Outfall Inspection Form

Outfall ID # 2	Inspection Date: 7/30/14	Inspector: E. Gallagher, C. Chappell	Photo #'s: 435, 436, 437, [redacted]

Outfall Description	End of Pipe Diameter: 1.25'		Pipe Material	
	X	Circular		Concrete
		Elliptical		PVC
		Box		Steel
		Other:	Other: HDPE	

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate	
7/27/14	0.08		

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Visual Observations

Findings	Outfall Submerged? Y (N)		Flow Present ? Y (N)
	If yes, (Circle):		Width of Water Surface
	Water:		Approximate Depth of Water (ft.):
	Fully		Approximate Flow Velocity (ft./s):
	Partially		Approximate Flow Rate (cfs):
	Sediment:		Flow Color/Clarity (Check all that apply):
	Fully		Clear
	Partially		Muddy
	Debris Around Outfall (Check all that apply):		Milky
	None'	X	Sheen
	Sediment		Soapy Foam
	Trash		Other:
	Other:		
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):
	None	X	None
	Sediment		Petroleum
	Trash		Sewage
	Other:		Other:

Visual Observations (Circle)	Floatables	Y/(N)
	Deposits/Stains	Y/(N)
Describe		
Vegetation Condition (Circle)	Excessive	Inhibited
Describe	None	
Pipe Condition (Circle)	(Good) Fair Poor	
Describe		

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Fax: (804)524-5383

Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Fleets Branch			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

Capital Outlay Facilities
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Fax: (804)524-5383

Virginia State University

Stormwater Outfall Inspection Form

Outfall ID # 3	Inspection Date: 7/30/14	Inspector: E. Gallagher C. Chappell	Photo #'s: 444

Outfall Description	End of Pipe Diameter: 1.5'		Pipe Material
			X Concrete
		Circular	PVC
	X	Elliptical	Steel
		Box	Other:
		Other:	

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate	
7/27/14	0.08		

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Findings			Visual Observations
	Outfall Submerged? Y (N)		Flow Present ? Y (N)
	If yes, (Circle):		Width of Water Surface
	Water:		Approximate Depth of Water (ft.):
	Fully		Approximate Flow Velocity (ft./s):
	Partially		Approximate Flow Rate (cfs):
	Sediment:		Flow Color/Clarity (Check all that apply):
	Fully		Clear
	Partially		Muddy
	Debris Around Outfall (Check all that apply):		Milky
	None		Sheen
	(Sediment)	X	Soapy Foam
	Trash		
	Other: leaves		Other:
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):
	None		None
	(Sediment)	X	Petroleum
	Trash		Sewage
	Other: leaves		Other:

Visual Observations (Circle)	Floatables	Y/(N)
	Deposits/Stains	Y/(N)
Describe		
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	(Good) Fair Poor	
Describe		

Capital Outlay Facilities
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Fax: (804)524-5383

Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Fleets Branch			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Virginia State University

Stormwater Outfall Inspection Form

Outfall ID # 4	Inspection Date: 7/30/14	Inspector: E. Gallagher C. Chappell	Photo #'s: 440, 441, 442, 443

Outfall Description	End of Pipe Diameter: 4.5		Pipe Material	
	X	Circular	X	Concrete
		Elliptical		PVC
		Box		Steel
		Other:		Other:

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate	
7/27/14	0.08		

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Visual Observations

Findings	Outfall Submerged? Y (N)		Flow Present ? (Y) N	
	If yes, (Circle):		Width of Water Surface .5'	
	Water:		Approximate Depth of Water (ft.): 0.02'	
	Fully		Approximate Flow Velocity (ft./s): 0.75'	
	Partially		Approximate Flow Rate (cfs): 0.0075	
	Sediment:		Flow Color/Clarity (Check all that apply):	
	Fully		(Clear)	
	Partially		Muddy	
	Debris Around Outfall (Check all that apply):		Milky	
	None	X	Sheen	
	Sediment		Soapy Foam	
	Trash		Other:	
	Other:			
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):	
	None	X	(None)	
	Sediment		Petroleum	
	Trash		Sewage	
	Other:		Other:	

Visual Observations (Circle)	Floatables	Y (N)
	Deposits/Stains	Y (N)
Describe		
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	(Good) Fair Poor	
Describe		

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Fax: (804)524-5383

Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Fleets Branch			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Stormwater Outfall Inspection Form

Outfall ID # 5	Inspection Date: 7/30/14	Inspector: E. Gallagher C. Chappell	Photo #'s: 450, 451

Outfall Description	End of Pipe Diameter: 1.25'		Pipe Material	
	X	Circular	X	Concrete
		Elliptical		PVC
		Box		Steel
		Other:	Other:	

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate	Visual Observations
7/27/14	0.08		

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Findings	Outfall Submerged? Y (N)	Flow Present ? (Y) N	
	If yes, (Circle):	Width of Water Surface ~0.4'	
	Water:	Approximate Depth of Water (ft.): 0.01	
	Fully	Approximate Flow Velocity (ft./s): 0.5	
	Partially	Approximate Flow Rate (cfs): 0.002	
	Sediment:	Flow Color/Clarity (Check all that apply):	
	Fully	(Clear)	
	Partially	Muddy	
	Debris Around Outfall (Check all that apply):	Milky	
	None X	Sheen	
	Sediment	Soapy Foam	
	Trash	Other:	
	Other:		
	Debris in Pipe (Check all that apply):	Flow Odor (Check all that apply):	
	None X	None X	
	Sediment	Petroleum	
	Trash	Sewage	
	Other:	Other:	

Visual Observations (Circle)	Floatables	Y (N)	
	Deposits/Stains	Y (N)	
Describe			
Vegetation Condition (Circle)	Excessive	Inhibited	
Describe			
Pipe Condition (Circle)	(Good)	Fair	Poor
Describe			

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Fax: (804)524-5383

Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Fleets Branch			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

Capital Outlay Facilities
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Virginia State University, VA 23806
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Fax: (804)524-5383

Virginia State University

Stormwater Outfall Inspection Form

Outfall ID # 0	Inspection Date:	Inspector:	Photo #'s: 440
	7/30/14	E. Gallagher C. Chappell	

Outfall Description			Pipe Material	
End of Pipe Diameter: 2.5'	X	Circular	X	Concrete
		Elliptical		PVC
		Box		Steel
		Other:		Other:

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate
7/27/14	0.08	

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Visual Observations

Findings			Visual Observations	
	Outfall Submerged? (Y) N		Flow Present ? (Y) N	
	If yes, (Circle):		Width of Water Surface	1ft
	Water:		Approximate Depth of Water (ft.):	0.1
	Fully		Approximate Flow Velocity (ft./s):	0.5
	(Partially) barely		Approximate Flow Rate (cfs):	0.05
	Sediment:		Flow Color/Clarity (Check all that apply):	
	Fully		Clear	
	Partially		(Muddy)	
	Debris Around Outfall (Check all that apply):		(Milky)	
	None		(Sheen)	
	Sediment		(Soapy Foam)	
	Trash	X	Other:	
	Other:			
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):	
	None	X	(None)	
	Sediment		Petroleum	
	Trash		Sewage	
	Other:		Other:	

Visual Observations (Circle)	Floatables	Y (N)
	Deposits/Stains	Y (N)
Describe	Milky water, pooled at pipe	
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	(Good) Fair Poor	
Describe		

Capital Outlay Facilities
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Fax: (804)524-5383

Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Fleets Branch			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Fax: (804)524-5383

Virginia State University

Stormwater Outfall Inspection Form

Outfall ID #	Inspection Date:	Inspector:	Photo #'s:
7	7/30/14	E. Gallagher C. Chappell	453, 454, 455, 456

Outfall Description			Pipe Material	
	End of Pipe Diameter: 0.5'			Concrete
	X	Circular		PVC
		Elliptical		Steel
		Box	Other: HDPE	
		Other:		

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate	Visual Observations
7/27/14	0.08		

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Findings				
	Outfall Submerged? Y (N)		Flow Present ? Y (N)	
	If yes, (Circle):		Width of Water Surface	
	Water:		Approximate Depth of Water (ft.):	
	Fully		Approximate Flow Velocity (ft./s):	
	Partially		Approximate Flow Rate (cfs):	
	Sediment:		Flow Color/Clarity (Check all that apply):	
	Fully		Clear	
	Partially		Muddy	
	Debris Around Outfall (Check all that apply):		Milky	
	None	X	Sheen	
	Sediment		Soapy Foam	
	Trash		Other:	
	Other: [illegible]			
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):	
	None		None	
	Sediment		Petroleum	
	Trash		Sewage	
	Other: Mulch		Other:	

Visual Observations (Circle)	Floatables	Y/(N)	
	Deposits/Stains	Y/(N)	
Describe	Pipe full of mulch		
Vegetation Condition (Circle)	Excessive	Inhibited	
Describe			
Pipe Condition (Circle)	(Good)	Fair	Poor
Describe			

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Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Fleets Branch			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Virginia State University

Stormwater Outfall Inspection Form

Outfall ID #	Inspection Date:	Inspector:	Photo #'s:
8	7/30/14	E. Gallagher C. Chappell	458, 459, 460, 461 463

Outfall Description				
	End of Pipe Diameter: 1.75'		Pipe Material	
	X	Circular	X	Concrete
		Elliptical		PVC
		Box		Steel
		Other:	Other:	

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate
7/27/14	0.08	

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Visual Observations

Findings				
	Outfall Submerged? Y (N)		Flow Present ? (Y) N	
	If yes, (Circle):		Width of Water Surface .3'	
	Water:		Approximate Depth of Water (ft.): 0.03	
	Fully		Approximate Flow Velocity (ft./s): 0.25	
	Partially		Approximate Flow Rate (cfs): 0.00023	
	Sediment:		Flow Color/Clarity (Check all that apply):	
	Fully		(Clear)	
	Partially		Muddy	
	Debris Around Outfall (Check all that apply):		Milky	
	None		Sheen	
	Sediment		Soapy Foam	
	Trash			
	Other: leaves		Other:	
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):	
	None		(None)	
	(Sediment)		Petroleum	
	Trash		Sewage	
	Other: leaves, vegetation		Other:	

Visual Observations (Circle)		
	Floatables	Y/N
	Deposits/Stains	(Y)/N
Describe	Sediment in pipe	
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	(Good) Fair Poor	
Describe		

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Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Fleets Branch			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Virginia State University

Stormwater Outfall Inspection Form

Outfall ID #	Inspection Date:	Inspector:	Photo #'s:
9	7/30/14	E. Gallagher C. Chappell	465, 467, 468

Outfall Description			End of Pipe Diameter: 31	Pipe Material	
	X	Circular		X	Concrete
		Elliptical			PVC
		Box			Steel
		Other:		Other:	

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate
7/27/14	0.08	

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Visual Observations

Findings				
	Outfall Submerged? Y (N)		Flow Present ? Y (N)	
	If yes, (Circle):		Width of Water Surface	
	Water:		Approximate Depth of Water (ft.):	
	Fully		Approximate Flow Velocity (ft./s):	
	Partially		Approximate Flow Rate (cfs):	
	Sediment:		Flow Color/Clarity (Check all that apply):	
	Fully		Clear	
	Partially		Muddy	
	Debris Around Outfall (Check all that apply):		Milky	
	None		Sheen	
	Sediment		Soapy Foam	
	Trash		Other:	
	Other:			
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):	
	None		None	
	Sediment		Petroleum	
	Trash		Sewage	
	Other:		Other:	

Visual Observations (Circle)	Floatables	Y (N)
	Deposits/Stains	Y (N)
Describe	lots of trash downstream of outfall	
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	Good	Fair / Poor
Describe		

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Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Fletts Branch			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Virginia State University

Stormwater Outfall Inspection Form

Outfall ID # 10	Inspection Date: 7/30/14	Inspector: E. Gallagher C. Chappell	Photo #'s: 470, 472

Outfall Description	End of Pipe Diameter: 2.5'		Pipe Material	
	X	Circular	X	Concrete
		Elliptical		PVC
		Box		Steel
		Other:	Other:	

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate	Visual Observations
7/27/14	0.08		

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Findings	Outfall Submerged? Y (N)	Flow Present ? (Y) N	
	If yes, (Circle):	Width of Water Surface 0.3'	
	Water:	Approximate Depth of Water (ft.): 0.01	
	Fully	Approximate Flow Velocity (ft./s): 1	
	Partially	Approximate Flow Rate (cfs): 0.003	
	Sediment:	Flow Color/Clarity (Check all that apply):	
	Fully	(Clear)	
	Partially	Muddy	
	Debris Around Outfall (Check all that apply):	Milky	
	(None) X	Sheen	
	Sediment	Soapy Foam	
	Trash	Other:	
	Other:		
	Debris in Pipe (Check all that apply):	Flow Odor (Check all that apply):	
	(None) X	None X	
	Sediment	Petroleum	
	Trash	Sewage	
	Other:	Other:	

Visual Observations (Circle)	Floatables	Y (N)
	Deposits/Stains	Y (N)
Describe		
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	(Good) Fair Poor	
Describe		

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Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Fleets Branch			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Stormwater Outfall Inspection Form

Outfall ID #	Inspection Date:	Inspector:	Photo #'s:
1	7/30/14	E. Gallagher C. Chappell	474, 475

Outfall Description			Pipe Material	
	End of Pipe Diameter: 3.0		X	Concrete
	X	Circular		PVC
		Elliptical		Steel
		Box	Other:	
		Other:		

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate	Visual Observations
7/27/14	0.08		

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Findings			
	Outfall Submerged? (Y) N		Flow Present ? (Y) N
	If yes, (Circle):		Width of Water Surface 1.8
	Water:		Approximate Depth of Water (ft.): 0.35
	Fully		Approximate Flow Velocity (ft./s): —
	(Partially) barely		Approximate Flow Rate (cfs): stagnant
	Sediment:		Flow Color/Clarity (Check all that apply):
	Fully		Clear
	(Partially)		(Muddy)
	Debris Around Outfall (Check all that apply):		Milky
	None	X	(Sheen)
	Sediment		Soapy Foam
	Trash		Other:
	Other:		
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):
	None	X	(None?)
	Sediment		Petroleum
	Trash		Sewage
	Other:		Other:

Visual Observations (Circle)	Floatables	Y (N)
	Deposits/Stains	(Y) N
Describe	stagnant muddy water	
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	(Good) Fair Poor	
Describe		

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Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Fleets Branch			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Stormwater Outfall Inspection Form

Outfall ID #	Inspection Date:	Inspector:	Photo #'s:
12	7/30/14	E. Gallagher C. Chappell	480, 481

Outfall Description	End of Pipe Diameter: 2.6'		Pipe Material	
	X	Circular	X	Concrete
		Elliptical		PVC
		Box		Steel
		Other:	Other:	

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate	Visual Observations
7/27/14	0.08		

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Findings	Outfall Submerged? Y (N)		Flow Present ? Y (N)	
	If yes, (Circle):		Width of Water Surface	
	Water:		Approximate Depth of Water (ft.):	
	Fully		Approximate Flow Velocity (ft./s):	
	Partially		Approximate Flow Rate (cfs):	
	Sediment:		Flow Color/Clarity (Check all that apply):	
	Fully		Clear	
	Partially		Muddy	
	Debris Around Outfall (Check all that apply):		Milky	
	None	X	Sheen	
	Sediment		Soapy Foam	
	Trash		Other:	
	Other:			
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):	
	None	X	None	
	Sediment		Petroleum	
	Trash		Sewage	
	Other:		Other:	

Visual Observations (Circle)	Floatables	Y (N)
	Deposits/Stains	Y (N)
Describe	dry	
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	(Good) Fair Poor	
Describe		

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Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Fleets Branch			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Virginia State University

Stormwater Outfall Inspection Form

Outfall ID # 13	Inspection Date: 7/30/14	Inspector: E. Gallagher C. Chappell	Photo #'s: 496, 497

Outfall Description			End of Pipe Diameter: 1.3'	Pipe Material	
				X	Concrete
		Circular			PVC
	X	Elliptical			Steel
		Box			Other:
		Other:			

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate	Visual Observations
7/27/14	0.08		

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Findings				
	Outfall Submerged? Y (N)		Flow Present ? Y (N)	
	If yes, (Circle):		Width of Water Surface	
	Water:		Approximate Depth of Water (ft.):	
	Fully		Approximate Flow Velocity (ft./s):	
	Partially		Approximate Flow Rate (cfs):	
	Sediment:		Flow Color/Clarity (Check all that apply):	
	Fully		Clear	
	Partially		Muddy	
	Debris Around Outfall (Check all that apply):		Milky	
	None		Sheen	
	Sediment		Soapy Foam	
	Trash			
	Other: vegetation		Other:	
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):	
	None	X	None	
	Sediment		Petroleum	
	Trash		Sewage	
	Other:		Other:	

Visual Observations (Circle)	Floatables	Y/(N)	
	Deposits/Stains	Y/(N)	
Describe			
Vegetation Condition (Circle)	(Excessive)	Inhibited	
Describe			
Pipe Condition (Circle)	Good	(Fair)	Poor
Describe	Some cracks at end		

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Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Appomattox River			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Virginia State University

Stormwater Outfall Inspection Form

Outfall ID # 14	Inspection Date: 7/30/14	Inspector: E. Gallagher C. Chappell	Photo #'s: 501, 502

Outfall Description			End of Pipe Diameter: 1.3'	Pipe Material	
	X	Circular		X	Concrete
		Elliptical			PVC
		Box			Steel
		Other:			Other:

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate
7/27/14	0.08	

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Visual Observations

Findings		
	Outfall Submerged? Y (N)	Flow Present ? Y (N)
	If yes, (Circle):	Width of Water Surface
	Water:	Approximate Depth of Water (ft.):
	Fully	Approximate Flow Velocity (ft./s):
	Partially	Approximate Flow Rate (cfs):
	Sediment:	Flow Color/Clarity (Check all that apply):
	Fully	Clear
	Partially	Muddy
	Debris Around Outfall (Check all that apply):	Milky
	None	Sheen
	Sediment X	Soapy Foam
	Trash	Other:
	Other:	
	Debris in Pipe (Check all that apply):	Flow Odor (Check all that apply):
	None	None
	Sediment X	Petroleum
	Trash	Sewage
	Other:	Other:

Visual Observations (Circle)	Floatables	Y/(N)
	Deposits/Stains	(Y)/N
Describe	Sediment in pipe	
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		

Pipe Condition (Circle)	(Good)	Fair	Poor	
Describe				

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Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Appomattox River			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Virginia State University

Stormwater Outfall Inspection Form

Outfall ID #	Inspection Date:	Inspector:	Photo #'s:
15	7/30/14	E. Gallagher C Chappell	493, 494

Outfall Description			Pipe Material	
	End of Pipe Diameter: 2.0'			Concrete
	X	Circular		PVC
		Elliptical		Steel
		Box	Other: HDPE	
		Other:		

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate
7/27/14	0.08	

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Findings	Visual Observations	
	Outfall Submerged? Y (N)	Flow Present ? Y (N)
	If yes, (Circle):	Width of Water Surface
	Water:	Approximate Depth of Water (ft.):
	Fully	Approximate Flow Velocity (ft./s):
	Partially	Approximate Flow Rate (cfs):
	Sediment:	Flow Color/Clarity (Check all that apply):
	Fully	Clear
	Partially	Muddy
	Debris Around Outfall (Check all that apply):	Milky
	None X	Sheen
	Sediment	Soapy Foam
	Trash	Other:
	Other:	
	Debris in Pipe (Check all that apply):	Flow Odor (Check all that apply):
	None X	None
	Sediment	Petroleum
	Trash	Sewage
	Other:	Other:

Visual Observations (Circle)	Floatables	Y/(N)
	Deposits/Stains	Y/(N)
Describe		
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	(Good) Fair Poor	
Describe		

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Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Appomattox River			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Stormwater Outfall Inspection Form

Outfall ID # 10	Inspection Date: 7/30/14	Inspector: E. Gallagher C. Chappell	Photo #'s: 489, 490, 491

Outfall Description			End of Pipe Diameter: .8'	Pipe Material	
	X	Circular			Concrete
		Elliptical		X	PVC
		Box			Steel
		Other:		Other:	

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate
7/27/14	0.08	

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Findings			Visual Observations	
	Outfall Submerged? Y N		Flow Present ? (Y) N	
	If yes, (Circle):		Width of Water Surface	
	Water:		Approximate Depth of Water (ft.): Not measurable trickle	
	Fully		Approximate Flow Velocity (ft./s):	
	Partially		Approximate Flow Rate (cfs):	
	Sediment:		Flow Color/Clarity (Check all that apply):	
	Fully		Clear	
	Partially fully of vegetation		Muddy	
	Debris Around Outfall (Check all that apply):		Milky	
	None		Sheen	
	Sediment	X	Soapy Foam	
	Trash		Other:	
	Other:			
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):	
	None		None	
	Sediment	X	Petroleum	
	Trash		Sewage	
	Other: vegetation		Other:	

Visual Observations (Circle)	Floatables	Y/N
	Deposits/Stains	Y/N
Describe		
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	Good	Fair / Poor
Describe		

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Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Appomattox River			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher _____ 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Virginia State University

Stormwater Outfall Inspection Form

Outfall ID # 17	Inspection Date: 7/30/14	Inspector: E. Gallagher C. Chappell	Photo #'s: 488

Outfall Description			End of Pipe Diameter: 0.8'	Pipe Material	
	X	Circular			Concrete
		Elliptical		X	PVC
		Box			Steel
		Other:			Other:

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate	Visual Observations
7/27/14	0.08		

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Findings				
	Outfall Submerged? Y (N)		Flow Present ? Y (N)	
	If yes, (Circle):		Width of Water Surface	
	Water:		Approximate Depth of Water (ft.):	
	Fully		Approximate Flow Velocity (ft./s):	
	Partially		Approximate Flow Rate (cfs):	
	Sediment:		Flow Color/Clarity (Check all that apply):	
	Fully		Clear	
	Partially		Muddy	
	Debris Around Outfall (Check all that apply):		Milky	
	None	X	Sheen	
	Sediment		Soapy Foam	
	Trash		Other:	
	Other:			
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):	
	None	X	None	
	Sediment		Petroleum	
	Trash		Sewage	
	Other:		Other:	

Visual Observations (Circle)	Floatables	Y (N)
	Deposits/Stains	Y (N)
Describe	2 Pipes @ Structure	
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	Good	Fair / Poor
Describe		

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Appomattox River			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Virginia State University

Stormwater Outfall Inspection Form

Outfall ID # 18	Inspection Date: 7/30/14	Inspector: E. Gallagher C. Chappell	Photo #'s: 485, 486

Outfall Description

End of Pipe Diameter: 1.0'

X	Circular
	Elliptical
	Box
	Other:

	Concrete
	PVC
X	Steel
	Other:

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate
7/27/14	0.08	

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Findings

Outfall Submerged? Y (N)
If yes, (Circle):
Water:
Fully
Partially
Sediment:
Fully
Partially

Debris Around Outfall (Check all that apply):

None	
(Sediment)	X
Trash	
Other:	

Debris in Pipe (Check all that apply):

None	
(Sediment)	X
Trash	
Other:	

Visual Observations

Flow Present ? (Y) N
Width of Water Surface 0.2'
Approximate Depth of Water (ft.): 0.02
Approximate Flow Velocity (ft./s): 1.0
Approximate Flow Rate (cfs): 0.004

Flow Color/Clarity (Check all that apply):
(clear)
Muddy
Milky
Sheen
Soapy Foam
Other:

Flow Odor (Check all that apply):

(None)	
Petroleum	
Sewage	
Other:	

Visual Observations (Circle)	Floatables (Y)/N
	Deposits/Stains (Y)/N
Describe	pipe full of sediment
Vegetation Condition (Circle)	Excessive / Inhibited
Describe	
Pipe Condition (Circle)	(Good) / Fair / (Poor)
Describe	

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Appomattox River			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Virginia State University

Stormwater Outfall Inspection Form

Outfall ID # 19	Inspection Date: 7/30/14	Inspector: E. Gallagher C. Chappell	Photo #'s: 483

Outfall Description	End of Pipe Diameter: 1.0		Pipe Material	
	X	Circular	X	Concrete
		Elliptical		PVC
		Box		Steel
		Other:	Other:	

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate	
7/27/14	0.08		
Weather Information Can Be Found @: http://www.wunderground.com/history/airport/KRIC/2014			Visual Observations

Findings	Outfall Submerged? (Y) N		Flow Present ? Y (N)	
	If yes, (Circle):		Width of Water Surface	
	Water:		Approximate Depth of Water (ft.):	
	Fully		Approximate Flow Velocity (ft./s):	
	Partially		Approximate Flow Rate (cfs):	
	Sediment:		Flow Color/Clarity (Check all that apply):	
	Fully		Clear	
	(Partially)		Muddy	
	Debris Around Outfall (Check all that apply):		Milky	
	None		Sheen	
	(Sediment)	X	Soapy Foam	
	Trash		Other:	
	Other:			
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):	
	None		None	
	(Sediment)	X	Petroleum	
	Trash		Sewage	
	Other:		Other:	

Visual Observations (Circle)	Floatables	Y (N)
	Deposits/Stains	Y (N)
Describe		
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	Good (Fair)	Poor
Describe		

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Appomattox River			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Virginia State University

Stormwater Outfall Inspection Form

Outfall ID # 20	Inspection Date: 7/30/14	Inspector: E. Gallagher C. Chappell	Photo #'s:

Outfall Description			Pipe Material	
	End of Pipe Diameter:_____			Concrete
		Circular		PVC
		Elliptical		Steel
		Box	Other:_____	
		Other:_____		

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate	
7/27/14	0.08		
Weather Information Can Be Found @: http://www.wunderground.com/history/airport/KRIC/2014			Visual Observations

Findings				
	Outfall Submerged? Y (N)		Flow Present ? Y (N)	
	If yes, (Circle):		Width of Water Surface	
	Water:		Approximate Depth of Water (ft.):_____	
	Fully		Approximate Flow Velocity (ft./s):_____	
	Partially		Approximate Flow Rate (cfs):_____	
	Sediment:		Flow Color/Clarity (Check all that apply):	
	Fully		Clear	
	Partially		Muddy	
	Debris Around Outfall (Check all that apply):		Milky	
	(None)	X	Sheen	
	Sediment		Soapy Foam	
	Trash		Other:_____	
	Other:_____			
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):	
	(None)	X	None	
	Sediment		Petroleum	
	Trash		Sewage	
	Other:_____		Other:_____	

Visual Observations (Circle)	Floatables	Y (N)
	Deposits/Stains	Y (N)
Describe		
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	(Good) Fair Poor	
Describe		

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Appomattox River			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Virginia State University

Stormwater Outfall Inspection Form

Outfall ID # 21	Inspection Date: 7/30/14	Inspector: E. Gallagher C. Chappell	Photo #'s: 509, 511

Outfall Description	End of Pipe Diameter: 1.5'		Pipe Material	
	X	Circular	X	Concrete
		Elliptical		PVC
		Box		Steel
		Other:	Other:	

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate
7/27/14	0.08	

Weather Information Can Be Found @:
http://www.wunderground.com/history/airport/KRIC/2014

Visual Observations

Findings			Visual Observations	
	Outfall Submerged? Y (N)		Flow Present ? (Y) N	
	If yes, (Circle):		Width of Water Surface	trickle
	Water:		Approximate Depth of Water (ft.):	
	Fully		Approximate Flow Velocity (ft./s):	
	Partially		Approximate Flow Rate (cfs):	
	Sediment:		Flow Color/Clarity (Check all that apply):	
	Fully		(Clear)	
	Partially		Muddy	
	Debris Around Outfall (Check all that apply):		Milky	
	(None)	X	Sheen	
	Sediment		Soapy Foam	
	Trash		Other:	
	Other:			
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):	
	(None)	X	(None)	
	Sediment		Petroleum	
	Trash		Sewage	
	Other:		Other:	

Visual Observations (Circle)	Floatables	Y/(N)
	Deposits/Stains	Y/(N)
Describe		
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	(Good) Fair Poor	
Describe		

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Appomattox River			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Virginia State University

Stormwater Outfall Inspection Form

Outfall ID # 22	Inspection Date: 7/30/14	Inspector: E. Cardwell C. Chrippel	Photo #'s: 505, 506, 507, 508

Outfall Description			End of Pipe Diameter: 15"	Pipe Material	
	X	Circular		X	Concrete
		Elliptical			PVC
		Box			Steel
		Other:			Other:

Date of Last Rainfall	Quantity of Last Rainfall (in.)	Estimated Discharge Rate	
7/27/14	0.08		
Weather Information Can Be Found @: http://www.wunderground.com/history/airport/KRIC/2014			Visual Observations

Findings				
	Outfall Submerged? Y (N)		Flow Present ? (Y) N	
	If yes, (Circle):		Width of Water Surface 0.5	
	Water:		Approximate Depth of Water (ft.): 0.02	
	Fully		Approximate Flow Velocity (ft./s): 2	
	Partially		Approximate Flow Rate (cfs): 0.02	
	Sediment:		Flow Color/Clarity (Check all that apply):	
	Fully		(Clear)	
	Partially		Muddy	
	Debris Around Outfall (Check all that apply):		Milky	
	None		Sheen	
	Sediment		Soapy Foam	
	(Trash)	X	Other:	
	Other:			
	Debris in Pipe (Check all that apply):		Flow Odor (Check all that apply):	
	(None)	X	(None)	X
	Sediment		Petroleum	
	Trash		Sewage	
	Other:		Other:	

Visual Observations (Circle)	Floatables	Y/(N)
	Deposits/Stains	Y/(N)
Describe	pipe cracked, one section disconnected	
Vegetation Condition (Circle)	Excessive	Inhibited
Describe		
Pipe Condition (Circle)	Good / Fair / (Poor)	
Describe		

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Structure Condition (Circle)	Good	Fair	Poor	
Describe				
Notable Biology (animals, insects, plants, etc.) Describe:				
Receiving Stream Name	Appomattox River			

Notes/Necessary Action:

Certification:

If no action is required, certify the following:

"I certify that the outfall inspection is complete and that no illicit discharge is evident at this time."

Erin E. Gallagher 7/30/14

Signature of Inspector **Date**

If illicit discharge investigation is required, provide a time frame for investigation completion:_____

Document all steps utilized to eliminate the illicit discharge to include date, time, and actions. Intermittent discharges require three separate investigation with the appropriate documentation.

Upon illicit discharge elimination, re-inspect and certify the following:

"I certify that the illicit discharge has been eliminated, documented, and that no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

Appendix MCM 4

Capital Outlay & Facilities
PO Box 9414
VSU, VA 23806
Phone: (804)-504-7500
Fax: (804)-524-5383

July 1, 2013-June 30, 2014 Land Disturbing Activities

Project Name	Project Location	Project Description	Estimated Disturbed Area Acreage	Approximate Start Date	Approximate Completion Date	On-site Project Manager Name	On-site Project Manager Contact Information	Responsible Land Disturber Permit Number	Operator Name	VAR10 Registration Number
Bookstore Entrance Improvements	University Avenue	Install a new entrance, retaining wall, hardscape, and landscaping at the front of the University Bookstore	0.21	October 21, 2013	January 22, 2014	Jeff Roe	cell (804)840-3754	40744	Daniels and Company	VAR10-14-100242
Multipurpose Center	Ettrick Village	Construct a new 168,000 convocation center and associated parking	50	January 1, 2014	January 1, 2016	Doug Sauer	site (804)479-3152 main (804)343-3433	39518 and 40874	S B Ballard	VAR10C-339
Drainage Improvements/ Stormwater Master Plan	VSU Campus	Install drainage improvements and water quality improvements proposed in the Stormwater Master Plan and related to the implementation of the Campus Master Plan 20/20 Vision	276.7	July 1, 2012	June 30, 2014, with renewal anticipated	As noted by project below	As noted below by project	As noted by project below	Jonathan Taylor (804) 524-5534	VAR10-13-100047
Virginia Hall	Hayden Street	Demolition and construction of 3,000+/- s.f. of reinforced concrete pavement, walks, landscaping, storm drainage, and removal and replacement of 160+/- feet of existing steam line.	0.25	June 30, 2014	October 28, 2014	Tony Cook	Cell (804) 432-4562	42758	Jonathan Taylor (804) 524-5534	VAR10-13-100047

Capital Outlay & Facilities
PO Box 9044
Petersburg, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

INSPECTION REPORT

Project Name: Bookstore Site Improvement — Project Authority: Jonathan Taylor/VSU
RLD Name: Matthew Stauch — RLD No.: 40744
Project Location: 21011 University Ave. — Project No: 212-A2212-014
Inspector Name: Brian M. Haskins — Inspection Date: 2/6/2014 Time: 9:30 a.m.

Previous violation(s) been corrected: ■ YES or ☐ NO

RAINFALL:

Date of Rain:	Amount of Rainfall (inches):
2/3/2014	0.38
2/4/2014	0.37
2/5/2014	0.08

STAGE OF CONSTRUCTION

Pre-Construction Conference ☐	*Building Construction* ■	*Construction of SWM Facilities* ☐
Clearing & Grubbing ☐	*Finish Grading* ☐	*Maintenance of SWM Facilities* ☐
Rough Grading ☐	*Final Stabilization* ☐	*Other*_____ ☐

Item#	*State/Local Regulation*[1]	*Violation*		*Description and Location of Problem/Violation*[2]*, Required or Recommended Corrective Actions, and Other Comments/Notes*
		Initial	*Repeat*	
1	MS-4	X		Repair the damaged silt fence to the west of the project site (Fig. 1).
2	MS-4	X		Remove the built up sediment from the gutter pans at University Avenue (Fig. 2).

1. Refers to applicable regulation found in the most recent publication of the Virginia Erosion and Sediment Control Regulations (4VAC50-30), Virginia Stormwater Management Permit Regulations (4VAC50-60), or Annual Standards and Specifications for ESC
2. Note whether or not off-site damage resulting from the problem/violation was evident during the inspection.

REQUIRED CORRECTIVE ACTION DEADLINE DATE: 2/7/2014 (DD/MM/YY) — Re-inspection Date: 2/8/2014 (DD/MM/YY)

The required corrective action deadline date applies to all violations noted on this report. If listed violation(s) currently constitute non-compliance and/or required corrective actions are not completed by the deadline, a **NOTICE TO COMPLY, STOP WORK ORDER**, and/or other enforcement actions may be issued to the entity responsible for ensuring compliance on the above project.

Inspector: _____ (Signature) — 2/6/2014 (Date)

Acknowledgement of on-site report receipt: MATTHEW STAUCH (*Print Name*) — Matthew Stauch (*Signature*) — 2/6/14 (*Date*)

This report will be provided to the following parties via mail, fax, or e-mail within 24 hours of inspection:

Capital Outlay &Facilities
PO Box 9044
Petersburg, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Bookstore Site Improvements – Erosion & Sediment Control Site Photographs

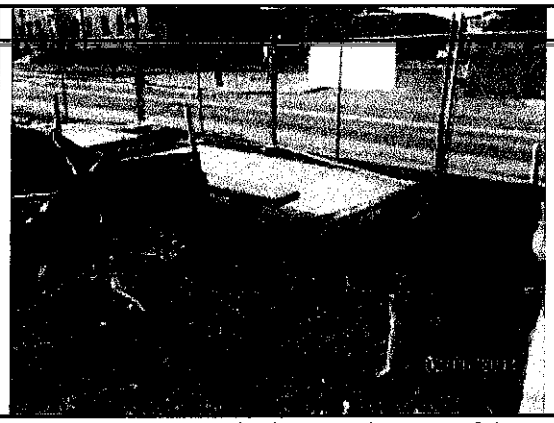

Fig. 1- Damaged silt fence to the west of the project site (view-southwest).

Fig. 2- Sediment build up in the gutter pans (view-north).

Capital Outlay & Facilities
PO Box 9044
Petersburg, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

INSPECTION REPORT

Project Name: Multipurpose Center — Project Authority: Jonathan Taylor/VSU
RLD Name: Ricky Martinez & Tarlton Coleman — RLD No.: #40874 & #39518
Project Location: 2nd Avenue and E. River Rd. — Project No: 212-17665-000 (VAR10C339)
Inspector Name: Jason MacDonald — Inspection Date: 01/13/2014 Time: 2:30 p.m.

Previous violation(s) been corrected: ☐ YES or ☐ NO

RAINFALL:

Date of Rain:	Amount of Rainfall (inches):
01/10/2014	0.17
01/11/2014	0.47

STAGE OF CONSTRUCTION

Pre-Construction Conference ☐
Clearing & Grubbing ■
Rough Grading ☐
Building Construction ☐
Finish Grading ☐
Final Stabilization ☐
Construction of SWM Facilities ☐
Maintenance of SWM Facilities ☐
Other _____ ☐

Item#	*State/Local Regulation*[1]	*Violation*		*Description and Location of Problem/Violation*[2]*, Required or Recommended Corrective Actions, and Other Comments/Notes*
		Initial	*Repeat*	
1	MS-1	X		Apply temporary seed and straw to all denuded areas that will not be fine graded for periods greater than 30 days. (i.e. areas that have been cleared and grubbed). See figure 4.
2	MS-10	X		Make repairs to or install new inlet protection at 2nd and 3rd Avenue roadway inlets and concrete culvert inlets. See figure 1 and 2.
3	MS-4	X		Install silt fence along the north side of the Church Property (Parcel 20905) to prevent sediment from running onto property. See figure 3.
4	MS-17	X		Remove sediment from the roadway gutter pans. (i.e. remove the sediment/mud with shovels) Sweep roadways daily. See figure 1.

1. Refers to applicable regulation found in the most recent publication of the Virginia Erosion and Sediment Control Regulations (4VAC50-30), Virginia Stormwater Management Permit Regulations (4VAC50-60), or Annual Standards and Specifications for ESC.
2. Note whether or not off-site damage resulting from the problem/violation was evident during the inspection.

REQUIRED CORRECTIVE ACTION DEADLINE DATE: 01/21/2014 (DD/MM/YY) Re-inspection Date: 01/21/2014 (DD/MM/YY)

The required corrective action deadline date applies to all violations noted on this report. If listed violation(s) currently constitute non-compliance and/or required corrective actions are not completed by the deadline, a **NOTICE TO COMPLY, STOP WORK ORDER**, and/or other enforcement actions may be issued to the entity responsible for ensuring compliance on the above project.

Inspector: Jason MacDonald — Signature — 01/14/14 — Date

Acknowledgement of on-site report receipt: Gary Crosby — *Print Name* — Gary Crosby — *Signature* — 1-14-2014 — *Date*

This report will be provided to the following parties via mail, fax, or e-mail within 24 hours of inspection:

Capital Outlay & Facilities
PO Box 9044
Petersburg, VA 23806
Phone: (804)524-3971
Fax: (804)524-5383

Fig. 1 – Remove sediment from roadway inlets and reinstall inlet protection (view-west).

Fig. 2 – Remove debris from all storm pipe inlets to promote drainage (view-northeast).

Fig. 3 – Install silt fence along the north side of the Church Property (view-east).

Fig. 4 – Apply temporary seeding to all denuded areas (view-south).

Fig. 5 – Temporary sediment trap #5 (view-west).

Fig. 6 – Temporary sediment trap #4 and outlet protection (view-northwest).

Appendix MCM 5

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA
Phone: (804)524-3971
Fax: (804)524-5383

Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 3/18/14			**Inspector Name:** Chip Wyatt Amelia Wehunt		
Type of BMP: Roof Filterra			**Inspection Date:** 03/18/14		
BMP ID #: 1			**Filterra Size:** 5' x 7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	Y	(N)			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	Y	(N)			
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.5'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 4"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	3.5'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1"		Damage to plant(s)?	Y/(N)	Y/N
Width at Widest Point? (ft.)	2.5'		Plant(s) replaced?	Y/(N)	Y/N

Capital Outlay Facilities
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Fax: (804)524-5383

Notes:

Clean waste, replace mulch

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

_____ _____

Signature of Inspector **Date**

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_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			Inspector Name: Amelia Wehunt		
Type of BMP: Roof Filterra			Inspection Date: 03/18/14		
BMP ID #: 2			Filterra Size: 5' x 7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	Y	(N)			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	Y	(N)			
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.5'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 4"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	6'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1.5"		Damage to plant(s)?	Y/(N)	Y/N
Width at Widest Point? (ft.)	3.5'		Plant(s) replaced?	Y/(N)	Y/N

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Notes:

Clean waste, replace mulch

Certification:

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Signature of Inspector **Date**

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Upon maintenance completion, re-inspect and certify the following:

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_____ _____

Signature of Inspector **Date**

Next inspection date: _____

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Fax: (804)524-5383

Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			Inspector Name: America Wenunt		
Type of BMP: Roof Filterra			Inspection Date: 03/18/14		
BMP ID #: 3			Filterra Size: 5'x7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	Y	(N)			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	Y	(N)			
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.7'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 6.5"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	5'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1.25"		Damage to plant(s)?	Y/(N)	Y/N
Width at Widest Point? (ft.)	3.5'		Plant(s) replaced?	Y/(N)	Y/N

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Notes:

Clean waste, replace mulch

Certification:

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Signature of Inspector **Date**

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Signature of Inspector **Date**

Next inspection date:_____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			**Inspector Name:** Amelia Wenunt		
Type of BMP: Roof Filterra			**Inspection Date:** 03/18/14		
BMP ID #: 4			**Filterra Size:** 5'x7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	Y	(N)			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	Y	(N)			
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.5'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 4"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	3.5'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1"		Damage to plant(s)?	Y/(N)	Y/N
Width at Widest Point? (ft.)	3'		Plant(s) replaced?	Y/(N)	Y/N

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Notes:

Clean waste, replace mulch

Certification:

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Signature of Inspector **Date**

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Signature of Inspector **Date**

Next inspection date:_____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			Inspector Name: America Wenunt		
Type of BMP: Roof Filterra			Inspection Date: 03/18/14		
BMP ID #: 5			Filterra Size: 5' x 7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	(Y)	N			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	Y	(N)			
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.5'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 4"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	3.5'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1.5"		Damage to plant(s)?	Y/(N)	Y/N
Width at Widest Point? (ft.)	3'		Plant(s) replaced?	Y/(N)	Y/N

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Notes:

Clean waste, replace mulch

Certification:

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Signature of Inspector **Date**

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Signature of Inspector **Date**

Next inspection date:_____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			**Inspector Name:** Amelia wehunt		
Type of BMP: Roof Filterra			**Inspection Date:** 03/18/14		
BMP ID #: 6			**Filterra Size:** 5'x7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	Y	(N)			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	Y	(N)			
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.5'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 4"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	4.5'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1.5"		Damage to plant(s)?	Y/(N)	Y/N
Width at Widest Point? (ft.)	3'		Plant(s) replaced?	Y/(N)	Y/N

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Fax: (804)524-5383

Notes: Clean waste, replace mulch

Certification:

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Signature of Inspector **Date**

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Signature of Inspector **Date**

Next inspection date: _____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/10/14			**Inspector Name:** America Wehunt		
Type of BMP: Roof Filterra			**Inspection Date:** 03/18/14		
BMP ID #: 16			**Filterra Size:** 5'x7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	Y	(N)			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	(Y)	N	E-C matting		
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.5'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 4"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	7.5'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1.5"		Damage to plant(s)?	Y/(N)	Y/N
Width at Widest Point? (ft.)	2'		Plant(s) replaced?	Y/(N)	Y/N

Capital Outlay Facilities
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Fax: (804)524-5383

Notes: Clean waste, replace mulch; note; leave EC-matting in place over new mulch to prevent scour

Certification:

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Signature of Inspector **Date**

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Signature of Inspector **Date**

Next inspection date:_____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			**Inspector Name:** Amelia Wehunt		
Type of BMP: Roof Filterra			**Inspection Date:** 03/18/14		
BMP ID #: 17			**Filterra Size:** 5'x7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	Y	(N)			
Cups/Bags/Trash	Y	(N)			
Leaves	(Y)	N			
Other	(Y)	N	E-c matting		
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.7'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 6.5"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	6'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1.5"		Damage to plant(s)?	Y(N)	Y/N
Width at Widest Point? (ft.)	3'		Plant(s) replaced?	Y(N)	Y/N

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Notes: Clean waste, replace mulch. Note leave EC-matting in place over new mulch to prevent scour

Certification:

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Signature of Inspector **Date**

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Signature of Inspector **Date**

Next inspection date:_____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			**Inspector Name:** Amelie Wehunt		
Type of BMP: Roof Filterra			**Inspection Date:** 03/18/14		
BMP ID #: 18			**Filterra Size:** 5'x7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	Y	(N)			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	(Y)	N	E-C matting		
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.6'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 5.25"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	7.5'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1"		Damage to plant(s)?	Y(N)	Y/N
Width at Widest Point? (ft.)	2.5'		Plant(s) replaced?	Y(N)	Y/N

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Notes: Clean waste, replace mulch. note, leave EC-matting in place over new mulch to prevent scour

Certification:

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Signature of Inspector **Date**

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_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			**Inspector Name:** Amelia Wenunt		
Type of BMP: Root Filterra			**Inspection Date:** 03/18/14		
BMP ID #: 19			**Filterra Size:** 5'x7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	Y	(N)			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	(Y)	N	E-C matting		
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.5'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 4"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	6'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1"		Damage to plant(s)?	Y/(N)	Y/N
Width at Widest Point? (ft.)	3.5'		Plant(s) replaced?	Y/(N)	Y/N

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Fax: (804)524-5383

Notes: Clean waste, replace mulch. Note, leave EC-matting in place over new mulch to prevent scour.

Certification:

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_____ _____

Signature of Inspector **Date**

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Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/16/14			**Inspector Name:** Amelia Wenunt		
Type of BMP: Roof Filterra			**Inspection Date:** 03/18/14		
BMP ID #: 20			**Filterra Size:** 5'x 7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	Y	(N)			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	(Y)	N	E-C matting		
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.6'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 5.25"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	6'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1.5"		Damage to plant(s)?	Y(N)	Y/N
Width at Widest Point? (ft.)	2'		Plant(s) replaced?	Y(N)	Y/N

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Notes: Clean waste, replace mulch. Note, leave EC-matting in place over new mulch to prevent scour.

Certification:

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_____ _____

Signature of Inspector **Date**

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Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			**Inspector Name:** Amelia Wenunt		
Type of BMP: Roof Filterra			**Inspection Date:** 03/18/14		
BMP ID #: 21			**Filterra Size:** 5'x7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	Y	(N)			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	(Y)	N	E-C matting		
Media					
Depth from Top of Slab to Surface of Mulch (in.)	2'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 10"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	5'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1"		Damage to plant(s)?	Y/(N)	Y/N
Width at Widest Point? (ft.)	2'		Plant(s) replaced?	Y/(N)	Y/N

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Notes: Clean waste, replace mulch. Note, leave EC-matting in place over new mulch to prevent scour.

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

_____ _____

Signature of Inspector **Date**

If maintenance is required, provide a time frame for maintenance completion: by next inspection
Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date: _____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			Inspector Name: America Wenunt		
Type of BMP: Inlet Filterra			Inspection Date: 03/18/14		
BMP ID #: 7			Filterra Size: 5'x7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	(Y)	N			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	Y	(N)			
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.2'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 6.5"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	6'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	2"		Damage to plant(s)?	Y(N)	Y/N
Width at Widest Point? (ft.)	4'		Plant(s) replaced?	Y(N)	Y/N

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Notes: Clean waste, replace mulch

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

_____ _____

Signature of Inspector **Date**

If maintenance is required, provide a time frame for maintenance completion: by next inspection
Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date: _____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			Inspector Name: Amelia Wehunt		
Type of BMP: inlet Filterra			Inspection Date: 03/18/14		
BMP ID #: 8			Filterra Size: 5'x7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	(Y)	N			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	Y	(N)			
Media					
Depth from Top of Slab to Surface of Mulch (in.)	13"		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 1.75"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	6'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	2"		Damage to plant(s)?	Y/(N)	Y/N
Width at Widest Point? (ft.)	3'		Plant(s) replaced?	Y/(N)	Y/N

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Fax: (804)524-5383

Notes: Clean waste, replace mulch

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

_____ _____

Signature of Inspector **Date**

If maintenance is required, provide a time frame for maintenance completion: by next inspection
Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date: _____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			**Inspector Name:** Amelia Wenunt		
Type of BMP: Inlet Filterra			**Inspection Date:** 03/18/14		
BMP ID #: 9			**Filterra Size:** 7' x 9'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	(Y)	N			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	Y	(N)			
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.3"		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 1.75"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	5'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	2"		Damage to plant(s)?	Y/(N)	Y/N
Width at Widest Point? (ft.)	4'		Plant(s) replaced?	Y/(N)	Y/N

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Notes: Clean waste, replace mulch

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

_____ _____

Signature of Inspector **Date**

If maintenance is required, provide a time frame for maintenance completion: by next inspection
Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			**Inspector Name:** Amelia wenunt		
Type of BMP: inlet Filterra			**Inspection Date:** 03/18/14		
BMP ID #: 10			**Filterra Size:** 8' x 14'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	(Y)	N	all along stone		
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	Y	(N)			
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	Y (N)	Amount of Mulch Addition or Replacement Needed (in.):
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	8'	8'	Health of plant(s)	(Alive)/Dead	(Alive)/Dead
Stem Diameter/Caliper? (in.)	1.5"	1.5"	Damage to plant(s)?	Y/(N)	Y/(N)
Width at Widest Point? (ft.)	4.5'	4.5'	Plant(s) replaced?	Y/(N)	Y/(N)

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Notes: Clean waste

Certification:

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"I certify that the inspection is complete and that no action is necessary at this time."

_____ _____

Signature of Inspector **Date**

If maintenance is required, provide a time frame for maintenance completion: by next inspection
Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			**Inspector Name:** Amelia Wehunt		
Type of BMP: Inlet Filterra			**Inspection Date:** 03/18/14		
BMP ID #: 11			**Filterra Size:** 5' x 13'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	(Y)	N			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	Y	(N)			
Media					
Depth from Top of Slab to Surface of Mulch (in.)	8"		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	Y (N)	Amount of Mulch Addition or Replacement Needed (in.):
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	6'	6'	Health of plant(s)	(Alive)/Dead	(Alive)/Dead
Stem Diameter/Caliper? (in.)	1.5"	1.5"	Damage to plant(s)?	Y/(N)	Y/(N)
Width at Widest Point? (ft.)	4.5'	3'	Plant(s) replaced?	Y/(N)	Y/(N)

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Notes: Clean waste

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

_____ _____

Signature of Inspector **Date**

If maintenance is required, provide a time frame for maintenance completion: by next inspection
Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/18/14			**Inspector Name:** Amelia Wenunt		
Type of BMP: Inlet Filterra			**Inspection Date:** 03/18/14		
BMP ID #: 12			**Filterra Size:** 5' x 9'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	(Y)	N			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	(N)			
Other	Y	N			
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.5'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	(Y) N	Amount of Mulch Addition or Replacement Needed (in.): 4"
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	5'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1.5"		Damage to plant(s)?	Y/(N)	Y/N
Width at Widest Point? (ft.)	4'		Plant(s) replaced?	Y/(N)	Y/N

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Notes: Clean waste, replace mulch

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

_____ _____

Signature of Inspector **Date**

If maintenance is required, provide a time frame for maintenance completion: by next inspection
Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Filterra BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/19/14			Inspector Name: Amelia Wenunt		
Type of BMP: Inlet Filterra			Inspection Date: 03/19/14		
BMP ID #: 13			Filterra Size: 5' x 7'		
Component			**Comments:**		
Initial Observations (Circle Y/N)					
Standing Water?	Y	(N)			
Damage to Box Structure?	Y	(N)			
Damage to Grate?	Y	(N)			
Is Bypass Clear?	(Y)	N			
Waste					
Silt/Clay	(Y)	N			
Cups/Bags/Trash	(Y)	N			
Leaves	(Y)	N			
Other	Y	(N)			
Media					
Depth from Top of Slab to Surface of Mulch (in.)	1.1'		Note: If depth from top of slab to surface of mulch exceeds 14", mulch is added until the depth of 14" is achieved.		
Mulch					
Netting in Need of Replacement?	Y	(N)	Mulch Replacement or Addition Necessary?	Y (N)	Amount of Mulch Addition or Replacement Needed (in.):
Stones in Need of Replacement?	Y	(N)	Type of Mulch to Be Added or Replaced?		
Plantings					
Plant Information	#1	#2	Note: #1 indicates the plant to the left facing the throat of the inlet and #2 represents the plant to the right facing the throat of the inlet.	#1	#2
Height Above Grate? (ft.)	6'		Health of plant(s)	(Alive)/Dead	Alive/Dead
Stem Diameter/Caliper? (in.)	1.5"		Damage to plant(s)?	* (Y)N	Y/N
Width at Widest Point? (ft.)	5'		Plant(s) replaced?	Y(N)	Y/N

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Notes:

* tree needs to be pruned to avoid cars from damaging it while parking
* Clean waste

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

_____ _____

Signature of Inspector **Date**

If maintenance is required, provide a time frame for maintenance completion: by next inspection
Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Detention, Retention, & Impoundment BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/27/14			Inspector Name: Amelia Wehunt	
			Inspection Date: 03/27/14	
BMP ID #: 1A			Type of BMP: Enhanced Extended Detention Basin	
Component:	**Yes**	**No**	**N/A**	**Comments:**
I. Embankment				
A. Top				
1. Visual settlement		✓		
2. Misalignment		✓		
3. Cracking		✓		
B. Upstream Slope				• follow up with small spot next inspection • ground hog living under riser top
1. Erosion		✓		
2. Adequate groundcover	✓			
3. Trees, shrubs, or other vegetation		✓		
4. Cracks, settlements, or bulges		✓		
5. Rodent holes	✓			
C. Downstream Slope				
1. Erosion		✓		
2. Adequate groundcover	✓			
3. Trees, shrubs, or other vegetation		✓		
4. Cracks, settlements, or bulges		✓		
5. Rodent holes		✓		
E. Drainage/seepage control				
1. Internal drains flowing		✓		
2. Seepage at toe		✓		
II. Emergency Spillway				
1. Eroding or backcutting			✓	
2. Obstruction			✓	

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Component:	Yes	No	N/A	Comments:
3. Leaking			✓	
4. Operational			✓	
III. Principal Spillway Barrel				
1. Seepage into pipe		✓		
2. Debris present		✓		
3. Displaced or offset joints		✓		
IV. Outlet Protection/Stilling Basin				
1. Obstruction		✓		
2. Adequate riprap	✓	~~✓~~		
3. Undercutting at the outlet		✓		
4. Outlet channel scour		✓		
V. Internal Basin Area				
A. Low Flow Channel*				
1. Erosion		✓		
2. Adequate vegetation	✓			
3. Obstruction		✓		
B. Basin Bottom & Side Slopes				• small amt. of trash floating
1. Erosion		✓		
2. Adequate stabilization	✓			
3. Sediment accumulation		✓		
4. Floating debris	✓			
5. High water marks		✓		
6. Shoreline protection	✓			
C. Inflow Channels/Pipes				
1. Erosion	✓			
2. Adequate stabilization	✓			

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Component:	Yes	No	N/A	Comments:
3. Undercutting		✓		
4. Obstruction		✓		
D. Sediment Forebay				
1. Sediment accumulation			✓	
2. Stable overflow into basin			✓	
E. Upland Landscaping			✓	
F. Aquatic Landscaping			✓	

*Only applies to Extended Detention Facilities

Notes: This facility is scheduled to be replaced in the upcoming year. Continue to monitor groundhog hole at riser outlet to ensure that it doesn't become a concern prior to facility replacement

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

Signature of Inspector Amelia Wehunt **Date** 3/27/14

If maintenance is required, provide a time frame for maintenance completion:_____
Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

Signature of Inspector _____ **Date** _____

Next inspection date:_____

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Detention, Retention, & Impoundment BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/27/14 | Inspector Name: Amelia Wehunt
Inspection Date: 03/27/14
BMP ID #: 29 | Type of BMP: Extended Detention Basin

Component:	Yes	No	N/A	Comments:
I. Embankment				
A. Top				
1. Visual settlement		✓		
2. Misalignment		✓		
3. Cracking		✓		
B. Upstream Slope				• two large settlements one of which may have been caused by rodents
1. Erosion	✓			
2. Adequate groundcover	✓			
3. Trees, shrubs, or other vegetation		✓		
4. Cracks, settlements, or bulges		✓		
5. Rodent holes	✓			
C. Downstream Slope				
1. Erosion		✓		
2. Adequate groundcover	✓			
3. Trees, shrubs, or other vegetation		✓		
4. Cracks, settlements, or bulges		✓		
5. Rodent holes		✓		
E. Drainage/seepage control				
1. Internal drains flowing	✓	✓		
2. Seepage at toe		✓		
II. Emergency Spillway				
1. Eroding or backcutting			✓	
2. Obstruction			✓	

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Component:	Yes	No	N/A	Comments:
3. Leaking			✓	
4. Operational			✓	
III. Principal Spillway Barrel				
1. Seepage into pipe		✓		
2. Debris present		✓		
3. Displaced or offset joints		✓		
IV. Outlet Protection/Stilling Basin				
1. Obstruction		✓		
2. Adequate riprap	✓			
3. Undercutting at the outlet		✓		
4. Outlet channel scour		✓		
V. Internal Basin Area				
A. Low Flow Channel*				
1. Erosion		✓		
2. Adequate vegetation	✓			
3. Obstruction		✓		
B. Basin Bottom & Side Slopes				• lots of trash
1. Erosion		✓		
2. Adequate stabilization	✓			
3. Sediment accumulation		✓		
4. Floating debris		✓		
5. High water marks		✓		
6. Shoreline protection		✓		
C. Inflow Channels/Pipes				• little bit of undercutting • oil sheet at inlet
1. Erosion	✓			
2. Adequate stabilization	✓			

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Component:	Yes	No	N/A	Comments:
3. Undercutting	✓			
4. Obstruction		✓		
D. Sediment Forebay				
1. Sediment accumulation			✓	
2. Stable overflow into basin			✓	
E. Upland Landscaping			✓	
F. Aquatic Landscaping			✓	

*Only applies to Extended Detention Facilities

Notes: Clean out trash and Stabilize side slopes where bare. Check upstream oil/water separator to see if it needs to be pumped out.

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

Signature of Inspector **Date**

_____ _____

If maintenance is required, provide a time frame for maintenance completion: by next inspection
Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

Signature of Inspector **Date**

_____ _____

Next inspection date:_____

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Detention, Retention, & Impoundment BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/27/14			Inspector Name: Amelia Wenunt	
			Inspection Date: 03/27/14	
BMP ID #: [redacted] 30			Type of BMP: Retention Basin III	
Component:	**Yes**	**No**	**N/A**	**Comments:**
I. Embankment				
A. Top				
1. Visual settlement		✓		
2. Misalignment		✓		
3. Cracking		✓		
B. Upstream Slope				• Recommend re-seeding after brush/overgrowth is removed - Remove trees/overgrowth from US & DS dam face
1. Erosion		✓		
2. Adequate groundcover	✓			
3. Trees, shrubs, or other vegetation	✓			
4. Cracks, settlements, or bulges		✓		
5. Rodent holes		✓		
C. Downstream Slope				• Recommend re-seeding after brush/overgrowth is removed • remove trees/overgrowth from US & DS slope
1. Erosion		✓		
2. Adequate groundcover	✓			
3. Trees, shrubs, or other vegetation	✓			
4. Cracks, settlements, or bulges		✓		
5. Rodent holes		✓		
E. Drainage/seepage control				-
1. Internal drains flowing	✓			
2. Seepage at toe				
II. Emergency Spillway				
1. Eroding or backcutting		✓		
2. Obstruction		✓		

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Component:	Yes	No	N/A	Comments:
3. Leaking		✓		
4. Operational		✓		
III. Principal Spillway Barrel				
1. Seepage into pipe		✓		
2. Debris present		✓		
3. Displaced or offset joints		✓		
IV. Outlet Protection/Stilling Basin				
1. Obstruction		✓		
2. Adequate riprap	✓			
3. Undercutting at the outlet		✓		
4. Outlet channel scour		✓		
V. Internal Basin Area				
A. Low Flow Channel*				
1. Erosion		✓		
2. Adequate vegetation	✓			
3. Obstruction		✓		
B. Basin Bottom & Side Slopes				• wet pond applies to side slopes only • trash on aquatic bench
1. Erosion		✓		
2. Adequate stabilization	✓			
3. Sediment accumulation		✓		
4. Floating debris	✓			
5. High water marks	✓			
6. Shoreline protection			✓	
C. Inflow Channels/Pipes				
1. Erosion				
2. Adequate stabilization				

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Component:	Yes	No	N/A	Comments:
3. Undercutting				
4. Obstruction		✓		
D. Sediment Forebay				· none visible sediment
1. Sediment accumulation	·	✓		
2. Stable overflow into basin	✓			
E. Upland Landscaping	✓			
F. Aquatic Landscaping	✓			
*Only applies to Extended Detention Facilities				

Notes: Refer to comments

Certification:

If no maintenance is required, certify the following:

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Signature of Inspector **Date**

_____ _____

If maintenance is required, provide a time frame for maintenance completion: by next inspection
Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

Signature of Inspector **Date**

_____ _____

Next inspection date:_____

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Intermittent Sand Filter

Virginia State University Inspection & Maintenance Checklist

Date: 03/27/14		Inspector Name: Amelia Wenunt		
		Inspection Date: 03/27/14		
BMP ID #: BMP 31		Type of BMP: Delaware sand Filter		
	Yes	No	N/A	Comments:
I. Debris Cleanout				
A. Contributing areas clean of debris	✓			
B. Filtration Facility clean of debris		✓		
C. Inlets and outlets clear of debris	✓			
II. Vegetation in Contributing Drainage Area				
A. Stabilized	✓			
B. Active evidence of erosion		✓		
C. Area mowed and clippings removed	✓			
III. Oil & Grease				
A. Evidence of filter surface clogging		✓		
B. Activities in drainage area to minimize oil & grease entry	✓			
IV. Water retention where required				
A. Water holding chambers at normal pool	✓			
B. Evidence of leakage		✓		
V. Sediment Deposition				
A. Filtration chambers clean of sediment		✓		
B. Water chambers not more than ½ full of sediment		✓		
VI. Structural Components				
A. Evidence of structural deterioration		✓		
B. Grates are in good condition			✓	

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	Yes	No	N/A	Comments:
C. Evidence of spalling or cracking of structural parts		✓		
VII. Outlets/Overflow Spillway				
A. Obstruction		✓		
B. Adequate riprap (If applicable)			✓	
C. Undercutting at the outlet			✓	
D. Outlet channel scour			✓	
VIII. Overall Function of Facility				
A. Evidence of flow		✓		
B. Noticeable odors		✓		

Notes: Have sedimentation chamber pumped out, remove trash and sediment, and refill with clean water up to normal pool. Clean trash out of sand filter chamber

Certification:

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_____ _____

Signature of Inspector **Date**

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"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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StormFilter BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 04/17/14				Inspector Name: chip wyatt amelia wehunt		
Concrete ovrd				Inspection Date: 04/17/14		
BMP ID #: 22				Type of BMP: contech stormfilter		
				Maintenance required?		
Component:	**Yes**	**No**	**Conditions When Maintenance is Needed**	**Yes**	**No**	**Comments:**
I. Below Ground Vault						
Sediment accumulation top of cartridge		✓	Sediment depth exceeds 0.25 inches		✓	
Sediment accumulation in vault	✓		Sediment depth exceeds 4 inches in the first chamber	✓		0.7' sediment
Submerged cartridges	✓		More than 4" of static water in the cartridge bay 24 hours after last rainfall event	✓		1' water
Trash/debris accumulation		✓	Trash and debris accumulated on compost filter bed		✓	
Sediment in drain pipes or cleanouts	~~✓~~	✓	Drain pipes and/or clean outs are full of sediment and/or debris		✓	
Damaged pipes		✓	Any part of any pipe crushed or damaged due to corrosion and/or settlement		✓	
Access cover damaged/not working		✓	Cover cannot be opened; one person cannot open the cover using normal lifting pressure; corrosion/deformation of cover		✓	
Vault structure includes cracks in wall or bottom; damage to the frame and/or top slab		✓	Cracks wider than ½ inch or evidence of soil particles entering the structure through cracks; determination that the vault is not structurally sound		✓	
			Cracks wider than ½ inch at the joint of any inlet/outlet pipeor evidence of soil particles entering through the cracks		✓	
Baffles	N/A		Baffles corroding, cracking, warping, and/or showing signs of failure		✓	
Access ladder damaged		✓	Ladder is corroded or deteriorated, not functioning properly, not securely secured to the structure wall and/or missing rungs; cracks; misalignment		✓	
II. Below Ground Cartridge Type						
Filter Media	✓		Drawdown of water theough the media takes longer than one hour and/or overflow occurs frequently		✓	2 pg media
Short Circuiting		✓	Flows do no properly enter filter cartridges		✓	

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Notes: Replace filter(s)

Certification:

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_____ _____

Signature of Inspector **Date**

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Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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StormFilter BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 04/17/14	Inspector Name: chip wyatt Amelia Wahunt
grass	Inspection Date: 04/17/14
BMP ID #: 23	Type of BMP: contech stormfilter

Component:	Yes	No	Conditions When Maintenance is Needed	Maintenance required? Yes	Maintenance required? No	Comments:
I. Below Ground Vault						
Sediment accumulation top of cartridge		✓	Sediment depth exceeds 0.25 inches		✓	
Sediment accumulation in vault	✓		Sediment depth exceeds 4 inches in the first chamber	✓		>0.5'
Submerged cartridges		✓	More than 4" of static water in the cartridge bay 24 hours after last rainfall event		✓	
Trash/debris accumulation		✓	Trash and debris accumulated on compost filter bed		✓	
Sediment in drain pipes or cleanouts	✓		Drain pipes and/or clean outs are full of sediment and/or debris	✓		
Damaged pipes		✓	Any part of any pipe crushed or damaged due to corrosion and/or settlement		✓	
Access cover damaged/not working		✓	Cover cannot be opened; one person cannot open the cover using normal lifting pressure; corrosion/deformation of cover		✓	
Vault structure includes cracks in wall or bottom; damage to the frame and/or top slab		✓	Cracks wider than ½ inch or evidence of soil particles entering the structure through cracks; determination that the vault is not structurally sound		✓	
			Cracks wider than ½ inch at the joint of any inlet/outlet pipeor evidence of soil particles entering through the cracks		✓	
Baffles	N/A		Baffles corroding, cracking, warping, and/or showing signs of failure		✓	
Access ladder damaged		✓	Ladder is corroded or deteriorated, not functioning properly, not securely secured to the structure wall and/or missing rungs; cracks; misalignment		✓	
II. Below Ground Cartridge Type						
Filter Media		✓	Drawdown of water theough the media takes longer than one hour and/or overflow occurs frequently		✓	2p9
Short Circuiting		✓	Flows do no properly enter filter cartridges		✓	

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Notes:

Replace filter(s) and clean outlet pipe

Certification:

If no maintenance is required, certify the following:

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_____ _____

Signature of Inspector **Date**

If maintenance is required, provide a time frame for maintenance completion: by next inspection

Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

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Signature of Inspector **Date**

Next inspection date:_____

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Sorbtive Filter BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/27/14				Inspector Name: Amelia Clement		
				Inspection Date: 03/27/14		
BMP ID #: BMP 32				Type of BMP: Sorbtive Filter 2C		
				Maintenance required?		
Component:	**Yes**	**No**	**Depth Measurements (If Applicable)**	**Yes**	**No**	**Comments:**
The access manhole or access doors are functioning properly and are sturcturally sound	✓				N	
Sediment and oil are present (provide depths)	✓		1"		N	
Floatable pollutant accumulation is present in the Pre-treatment Bay		✓			N	minimal leaves
The Cartrdge Bay is visually inspected for sediment depth (provide depth)*(If sediment depth is greater than 6 inches, maintenance is required	✓		1"		N	
Proper draindown is occurring in the Cartridge Bay *(If at least 40 hours of dry weather have elapsed, since the most recent runoff event and the Bay contains more than 3 inches of water above the sediment layer, the Sorbtive BRICKs required cleaning or replacement	✓				✓	
The internal components show no signs of damage	✓			N/A	✓	

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Notes:

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

Amelia Wehunt — 3/27/14

Signature of Inspector **Date**

If maintenance is required, provide a time frame for maintenance completion:_____

Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Sorbtive Filter BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/27/14				Inspector Name: Amesia Wemunt		
				Inspection Date: 03/27/14		
BMP ID #: 33				Type of BMP: Sorbtive Filter IC		
				Maintenance required?		
Component:	**Yes**	**No**	**Depth Measurements (If Applicable)**	**Yes**	**No**	**Comments:**
The access manhole or access doors are functioning properly and are sturcturally sound	✓				✓	
Sediment and oil are present (provide depths)		✓			✓	
Floatable pollutant accumulation is present in the Pre-treatment Bay		✓			✓	
The Cartrdge Bay is visually inspected for sediment depth (provide depth)*(If sediment depth is greater than 6 inches, maintenance is required		✓			✓	
Proper draindown is occurring in the Cartridge Bay *(If at least 40 hours of dry weather have elapsed, since the most recent runoff event and the Bay contains more than 3 inches of water above the sediment layer, the Sorbtive BRICKs required cleaning or replacement	✓				✓	
The internal components show no signs of damage	✓				✓	

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Notes:

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

Amelia Wehunt 3/27/14

Signature of Inspector **Date**

If maintenance is required, provide a time frame for maintenance completion:_____

Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Sorbtive Filter BMPs

Virginia State University Inspection & Maintenance Checklist

Date: 03/27/14				Inspector Name: Amelia Wemunt		
				Inspection Date: 03/27/14		
BMP ID #: 34				Type of BMP: Sorbtive Filter 10C		
				Maintenance required?		
Component:	**Yes**	**No**	**Depth Measurements (If Applicable)**	**Yes**	**No**	**Comments:**
The access manhole or access doors are functioning properly and are sturcturally sound	✓			✓	✓	
Sediment and oil are present (provide depths)	✓		1"		✓	
Floatable pollutant accumulation is present in the Pre-treatment Bay	✓				✓	minimal some leaves
The Cartrdge Bay is visually inspected for sediment depth (provide depth)*(If sediment depth is greater than 6 inches, maintenance is required	✓		1"		✓	
Proper draindown is occurring in the Cartridge Bay *(If at least 40 hours of dry weather have elapsed, since the most recent runoff event and the Bay contains more than 3 inches of water above the sediment layer, the Sorbtive BRICKs required cleaning or replacement	✓	✓			✓	
The internal components show no signs of damage		✓			✓	

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Notes:

Certification:

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Amelia Wehunt 3/27/14

Signature of Inspector **Date**

If maintenance is required, provide a time frame for maintenance completion:_____

Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Underground Detention Systems (Water Quantity)

Virginia State University Inspection & Maintenance Checklist

Date: 03/27/14		Inspector Name: Amelia Wehunt	
		Inspection Date: 03/27/14	
BMP ID #: 15		Type of BMP: Underground storage vault	
Inspection Finding:	**Y/N**	**Maintenance Required Y/N**	**Comments:**
I. Internal Storage Area			
A. Sediment present?	Y	N	< 4", inlets/outlets clear
B. Trash/debris present?	Y	N	minimal
C. Separation of joints, cracks, breaks, or deteriorization of strucuture?	N	N	
D. Algal growth present?	N	N	
E. Evidence of seepage, leakage, or rust?	N	N	
F. Evidence of pollutants?	N	N	
Inlet & Outlet Piping			
A. Inspection manhole funtioning properly?	Y	N	
B. Clogging of inflow pipes?	N	N	

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Inspection Finding:	Y/N	Maintenance Required Y/N	Comments:
C. Clogging of outflow pipes?	N	N	
D. Obstruction?	N	N	
E. Adequate riprap (If applicable)?	Y	N	some trash/debris present but riprap is adequate
F. Undercutting at the outlet?	N	N	
G. Outlet channel scour?	N	N	

Notes: Continue to clean trash as part of routine maintenance

Certification:

If no maintenance is required, certify the following:

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Signature of Inspector Amelia Wehunt **Date** 3/27/14

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_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Underground Detention Systems (Water Quantity)

Virginia State University Inspection & Maintenance Checklist

Date: 03/27/14		Inspector Name: Amelia Wehunt	
		Inspection Date: 03/27/14	
BMP ID #: 24		Type of BMP: Underground irrigation vault	
Inspection Finding:	**Y/N**	**Maintenance Required Y/N**	**Comments:**
I. Internal Storage Area			
A. Sediment present?	N	N	
B. Trash/debris present?	N	N	
C. Separation of joints, cracks, breaks, or deteriorization of strucuture?	N	N	
D. Algal growth present?	N	N	
E. Evidence of seepage, leakage, or rust?	N	N	
F. Evidence of pollutants?	N	N	
Inlet & Outlet Piping			
A. Inspection manhole funtioning properly?	Y	N	
B. Clogging of inflow pipes?	N	N	

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Inspection Finding:	Y/N	Maintenance Required Y/N	Comments:
C. Clogging of outflow pipes?	N/A		
D. Obstruction?	N/A	N/A	
E. Adequate riprap (If applicable)?	N/A	N/A	
F. Undercutting at the outlet?	N/A	N/A	
G. Outlet channel scour?	N/A	N/A	

Notes: Floats freely operating
visible inlet/outlet pipes clear

Certification:
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Signature of Inspector Amelia Wehunt **Date** 3/27/14

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Signature of Inspector **Date**

Next inspection date:_____

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Underground Detention Systems (Water Quantity)

Virginia State University Inspection & Maintenance Checklist

Date: 03/27/14		Inspector Name: Amelia Wrhunt	
		Inspection Date: 03/27/14	
BMP ID #: 25		Type of BMP: underground Detention	
Inspection Finding:	**Y/N**	**Maintenance Required Y/N**	**Comments:**
I. Internal Storage Area			
A. Sediment present?	Y	N	1/8" upper end 5-10" of sediment
B. Trash/debris present?	Y	N	very little
C. Separation of joints, cracks, breaks, or deteriorization of strucuture?	Y	N	
D. Algal growth present?	N	N	
E. Evidence of seepage, leakage, or rust?	N	N	
F. Evidence of pollutants?	N	N	
Inlet & Outlet Piping			
A. Inspection manhole funtioning properly?	Y	N	
B. Clogging of inflow pipes?	Y	N	

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Inspection Finding:	Y/N	Maintenance Required Y/N	Comments:
C. Clogging of outflow pipes?	N	N	
D. Obstruction?	N	N	
E. Adequate riprap (If applicable)?	N/A	N/A	
F. Undercutting at the outlet?	N/A	N/A	
G. Outlet channel scour?	N/A	N/A	

Notes:

Certification:

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"I certify that the inspection is complete and that no action is necessary at this time."

Signature of inspector **Date**

Amelia Wehunt 3/27/14

If maintenance is required, provide a time frame for maintenance completion:_____

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_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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Underground Detention Systems (Water Quantity)

Virginia State University Inspection & Maintenance Checklist

Date: 03/27/14		Inspector Name: Amelia Wehunt	
		Inspection Date: 03/27/14	
BMP ID #: 26		Type of BMP: Underground detention	
Inspection Finding:	**Y/N**	**Maintenance Required Y/N**	**Comments:**
I. Internal Storage Area			
A. Sediment present?	N	N	
B. Trash/debris present?	N	N	
C. Separation of joints, cracks, breaks, or deteriorization of strucuture?	N	N	
D. Algal growth present?	N	N	
E. Evidence of seepage, leakage, or rust?	N	N	
F. Evidence of pollutants?	N N	N	
Inlet & Outlet Piping			
A. Inspection manhole funtioning properly?	Y	N	
B. Clogging of inflow pipes?	N	N	

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Inspection Finding:	Y/N	Maintenance Required Y/N	Comments:
C. Clogging of outflow pipes?	N	N	
D. Obstruction?	N	N	
E. Adequate riprap (If applicable)?	N/A	N/A	
F. Undercutting at the outlet?	N/A	N/A	
G. Outlet channel scour?	N/A	N/A	

Notes:

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

Signature of Inspector Amelia Wehunt **Date** 3/27/14

If maintenance is required, provide a time frame for maintenance completion:_____

Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

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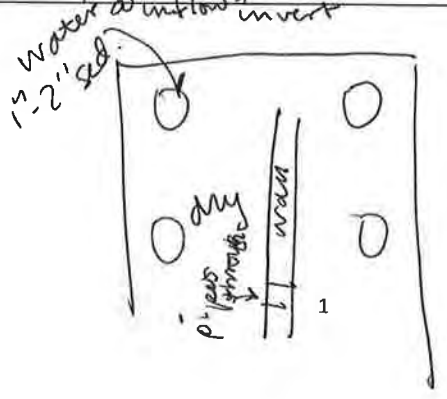
Underground Detention Systems (Water Quantity)

Virginia State University Inspection & Maintenance Checklist

Date: 03/27/14		Inspector Name: Amelia Wehunt	
		Inspection Date: 03/27/14	
BMP ID #: 27		Type of BMP: Underground detention w/ sand filters	
Inspection Finding:	**Y/N**	**Maintenance Required Y/N**	**Comments:**
I. Internal Storage Area			
A. Sediment present?	N	N	
B. Trash/debris present?	N	N	
C. Separation of joints, cracks, breaks, or deteriorization of strucuture?	N	N	little separation on concrete patch above pipe
D. Algal growth present?	N	N	
E. Evidence of seepage, leakage, or rust?	N	N	
F. Evidence of pollutants?	N	N	
Inlet & Outlet Piping			
A. Inspection manhole funtioning properly?	Y	N	
B. Clogging of inflow pipes?	N	N	little water in on inflow

irrigation here too. Add 33rd BMP



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Inspection Finding:	Y/N	Maintenance Required Y/N	Comments:
C. Clogging of outflow pipes?	N	N	
D. Obstruction?	N	N	
E. Adequate riprap (If applicable)?	N/A	N/A	
F. Undercutting at the outlet?	N/A	N/A	
G. Outlet channel scour?	N/A	N/A	

Notes: Continue to monitor chamber conditions in future inspections

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

Signature of Inspector **Date**

Amelea Wehunt 3/27/14

If maintenance is required, provide a time frame for maintenance completion:_____

Upon maintenance completion, re-inspect and certify the following:

"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA
Phone: (804)524-3971
Fax: (804)524-5383

Underground Detention Systems (Water Quantity)

Virginia State University Inspection & Maintenance Checklist

Date: 03/27/14		Inspector Name: Amelia Wehunt	
		Inspection Date: 03/27/14	
BMP ID #: 28		Type of BMP: Underground irrigation vault	
Inspection Finding:	**Y/N**	**Maintenance Required Y/N**	**Comments:**
I. Internal Storage Area			
A. Sediment present?	N	N	
B. Trash/debris present?	N	N	
C. Separation of joints, cracks, breaks, or deteriorization of strucuture?	N	N	
D. Algal growth present?	N	N	
E. Evidence of seepage, leakage, or rust?	N	N	
F. Evidence of pollutants?	N	N	
Inlet & Outlet Piping			
A. Inspection manhole funtioning properly?	Y	N	
B. Clogging of inflow pipes?	N	N	

Capital Outlay Facilities
PO Box 9044
Virginia State University, VA
Phone: (804)524-3971
Fax: (804)524-5383

Inspection Finding:	Y/N	Maintenance Required Y/N	Comments:
C. Clogging of outflow pipes?	N	N	
D. Obstruction?	N	N	
E. Adequate riprap (If applicable)?	N/A	N/A	
F. Undercutting at the outlet?	N/A	N/A	
G. Outlet channel scour?	N/A	N/A	

Notes:

Certification:

If no maintenance is required, certify the following:

"I certify that the inspection is complete and that no action is necessary at this time."

Signature of Inspector **Date**

Amelia Wenunt 3/27/14

If maintenance is required, provide a time frame for maintenance completion:_____

Upon maintenance completion, re-inspect and certify the following:

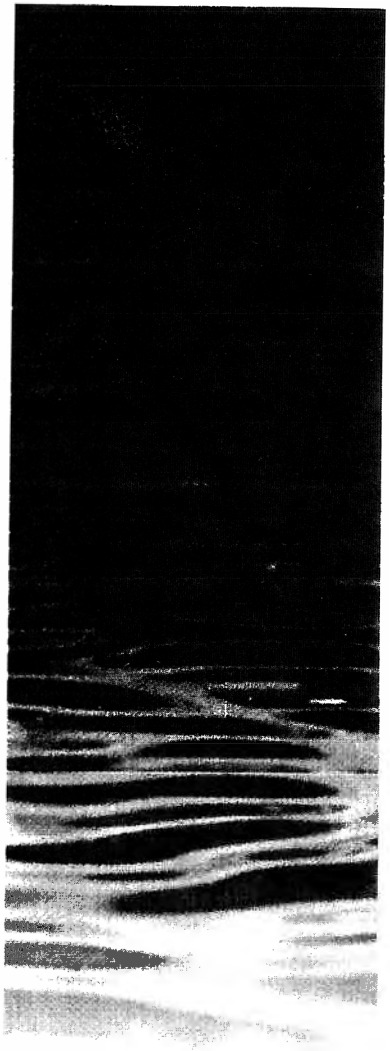
"I certify that all recommended maintenance is complete and no additional action is necessary at this time."

_____ _____

Signature of Inspector **Date**

Next inspection date:_____

Appendix MCM 6



This Certificate is presented to

James River Grounds Management

by the

Department of Conservation and Recreation (DCR)

to recognize their voluntary participation in the Water Quality Agreement Program
and their efforts to protect and improve Virginia's ground and surface waters.

By participating in this agreement and reporting fertilizer usage for the 2012 calendar year,
they have demonstrated a commitment to protecting Virginia's waters,
while providing responsible lawn care service, by following the
Virginia Nutrient Management Standards and Criteria
established by DCR in the Virginia Administrative Code §4 VAC 15-15-10 et. seq.
Proper management of fertilizers on turf and landscape areas helps prevent the
accumulation of excess nutrients in ground water, a common source of drinking water.
Also, excess nutrients in surface waters upset the natural balance needed for
healthy and productive rivers, lakes, and streams in Virginia.

This certificate may be used to promote the company during the 2013 calendar year
unless canceled by either party by written notification of the other party.

DCR
Department of Conservation & Recreation
CONSERVING VIRGINIA'S NATURAL & RECREATIONAL RESOURCES

Richard F. Weeks, Jr.
Division Director,
Nonpoint Pollution Prevention
Department of Conservation & Recreation

not transferable

Virginia Department of Agriculture and Consumer Services

P.O. Box 1163, Richmond VA 23218

CERTIFICATION
FERTILIZER APPLICATOR

ISSUED
11/26/2013

CERTIFICATION
CFA-16213-26716

EXPIRES
11/25/2017

Issued in accordance with application duly executed by the party shown below who has agreed to comply will all applicable laws, rules, and regulations.

Pipp, William John
2916 Myster Macklin
PO BOX 9408
Petersburg, VA 23806

Matthew J. Lohr
COMMISSIONER

Larry M. Nichols
AUTHORIZED REPRESENTATIVE

not transferable

Virginia Department of Agriculture and Consumer Services

P.O. Box 1163, Richmond VA 23218

CERTIFICATION
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EXPIRES:
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Larry M. Nichols
AUTHORIZED REPRESENTATIVE

VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

P O BOX 1163, RICHMOND VA 23218-1163

PESTICIDE APPLICATOR CERTIFICATE

Issued
01/29/2014

Expires
06/30/2015

COMMERCIAL
FOR BL# 7484

Fee Paid

Certificate
127922-C

Issued in accordance with application duly executed by the person shown below who has agreed to comply with all applicable laws, rules and regulations

WILLIAM J PIPP
GCA SERVICES GROUP
208 SAGE LANE
#2A
PETERSBURG, VA 23805

Matthew J. Lohr
Commissioner

Liza J. Fleeson
Authorized Representative