

Appendix G

MCM 6 Resources

Virginia State University
MS-4 Permit: VAR040119

Pollution Prevention / Good Housekeeping
Standard Operating Procedures



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

June 1, 2015
Revised October 1, 2015
Revised April 2025

Prepared by: Timmons Group
1001 Boulders Parkway, Suite 300
Richmond, VA 23225
(804) 200-6500



Table of Contents

| <u>Section</u> | | <u>Page</u> |
|----------------|--|-------------|
| 1.0 | Background Information..... | 1 |
| 2.0 | Existing Standard Operating Procedures | 2 |
| 3.0 | Additional Standard Operating Procedures | 6 |
| 4.0 | APPENDIX A – Existing Standard Operating Procedures | 7 |
| 5.0 | APPENDIX B – Additional Standard Operating Procedures..... | 8 |
| 5.1 | General Good Housekeeping Practices..... | 8 |
| 5.2 | Spill/Leak Cleanup | 9 |
| 5.3 | Parking Lot Maintenance | 10 |
| 5.4 | Salt/Deicing Application | 11 |
| 5.5 | Storm Drains | 12 |
| 5.6 | Vehicle/Equipment Storage & Maintenance..... | 13 |
| 5.7 | Vehicle/Equipment Fueling | 14 |
| 5.8 | Equipment Washing Areas | 15 |
| 5.9 | Storage & Disposal of Pesticides & Herbicides..... | 16 |
| 5.10 | Handling & Application of Pesticides & Herbicides | 17 |
| 5.11 | Grounds Maintenance | 18 |
| 5.12 | Exterior Renovation and Maintenance Activities | 19 |
| 5.13 | Water Disposal from Dewatering Activities | 20 |



1.0 Background Information

Per the requirements of the General Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4 Permit), Virginia State University (VSU) is to develop and implement daily good housekeeping procedures, in accordance with Part I.E.6.a, for all applicable University operations

University operations such as vehicle/equipment storage and maintenance, grounds maintenance, and parking lot maintenance, along with work completed on the University by contractors, such as renovations, can be a source of stormwater pollution if good housekeeping practices are not being implemented. The Pollution Prevention/Good Housekeeping components of the MS4 Permit require the University to re-evaluate how its infrastructure is managed and develop written procedures that minimize or prevent pollutant discharge from their daily operations. The daily good housekeeping procedures will not only assist VSU in meeting the MS4 Permit requirements, but encourage University employees and contractors to use best management practices (BMPs) in their daily operations that will improve water quality.

Per Part. I.E.6.a of the MS4 Permit, the written procedures are designed to minimize or prevent pollutant discharge from daily operations such as (i) road, street, parking lot maintenance (including applying icing and deicing agents to roadways); (ii) renovation and significant exterior maintenance activities; (iii) discharging water from construction and maintenance activities; (iv) temporary storage of landscaping materials; (v) vehicle and equipment maintenance; and (vi) application, storage, transport, and disposal of pesticides, herbicides, and fertilizers. These written procedures, at a minimum, are designed to:

- (1) Prevent illicit discharges;
- (2) Ensure permittee staff or contractors properly dispose of waste materials, including landscape wastes and prevent waste materials from entering the MS4;
- (3) Prevent the discharge of wastewater or wash water not authorized in accordance with 9VAC25-890-20 D.3.u, into the MS4 without authorization under a separate VPDES permit;
- (4) Minimize the pollutants in stormwater runoff;



2.0 Existing Standard Operating Procedures

VSU currently follows several standard operating procedures that meet the requirements of Part II.E.6.a for activities listed in Part II.E.6.b of the MS4 Permit. Below is an overview of VSU's existing operational procedures outlined under each MS4 Permit requirement.

Objectives to be met by all good housekeeping procedures:

(1) Prevent illicit discharges

There are several University plans and policies addressing illicit discharge including the following: the Spill Prevention, Control, and Countermeasure Plan (SPCCP); the Oil Discharge Contingency Plan (ODCP); the Continuity of Operations Plan (COOP); the Heating Plant Emergency Action Plan; and the VSU Safety Manual. There are no enforcement actions or enforcement escalation procedures in place; however, due to the nature of the University, compliance is sought and achieved in a cooperative manner. Refer to Appendix A for each policy.

(2) Ensure the proper disposal of waste materials, including landscape wastes, and prevent waste materials from entering the MS4;

The University manages used oil, oil filters, paint and florescent light bulbs to ensure that their waste is disposed of in a responsible manner. The ODCP governs proper disposal of oil and oil filters, the Management of Paint and Paint Related Materials document provides guidance for the disposal of paint and, the Fluorescent Bulb Disposal Policy provides direction for the management of used fluorescent light bulbs. Refer to Appendix A for each policy.

The School of Engineering, Science, and Technology has developed and implemented a Chemical Hygiene Plan (CHP) that governs the disposal of any hazardous chemical waste generated in a laboratory in the Departments of Chemistry, Physics, or Biology.

The School of Agriculture has developed and implemented a Laboratory Safety Manual that governs the disposal of any hazardous chemical waste generated at the Agricultural Research Station.

In both cases, hazardous chemical waste is segregated by type and stored in approved designated locations until collected through a licensed facility. Materials that are non-hazardous can be disposed through sanitary sewer, which may require initial pH adjustment, or through the solid waste sanitation services. Refer to Appendix A for a copy of each plan.



Additional standard operating procedures to ensure disposal of landscape waste have been developed for implementation and are located in Appendix B.

- (3) Prevent the discharge of wastewater or wash water into the MS4 without authorization under a separate VPDES permit;

To the best of the University's knowledge, there are no cross connections between the storm sewer system and sanitary sewer system. As the University completes pipe maintenance projects throughout the campus, no overflow locations or cross connections have been located. The extent of inflow and infiltration into the sanitary sewer system is unknown. All indoor maintenance facility drains are connected to the sanitary sewer.

Vehicle wash water standard operating procedures are not applicable to the University. VSU washes all vehicles off campus at a permitted washing facility.

Standard operating procedures to prevent the discharge of wastewater or University equipment wash water into the MS4 without authorization under a separate VPDES permit have been developed for implementation and are located in Appendix B.

- (4) Minimize pollutants in the stormwater runoff.

Pollutant minimization is achieved by the University by implementing all good housekeeping standard operating procedures presented in this document. The following list of activities will explain how daily operations required to have good housekeeping procedures are to be executed to minimize pollutants. Appendix B has additional standard operating procedures utilized to minimize pollutants.

Activities required to have good housekeeping procedures:

- (1) Road, street, sidewalk, and parking lot maintenance and cleaning.

On a regular basis, roads, sidewalks, and parking lots are swept and cleared of significant debris or sediment. Spills are cleaned using approved spill kits and in accordance with good housekeeping standard operating procedures outlined in Appendix B.

During winter months, environmentally friendly deicer, and sand supplied by VDOT are applied when the weather dictates. The type of deicer and amount of deicer is tracked each season, and at the end of each season, the roads are vacuumed to remove any remaining deposits of deicer and sand. In accordance with Part I.E, no deicer containing urea or other forms of nitrogen or phosphorus will be employed at the University.



Additional Standard operating procedures to minimize pollutants in stormwater runoff from bulk storage areas into the MS4 have been developed for implementation and are located in Appendix B.

- (2) Renovation and significant exterior maintenance activities not covered under a separate VSMP construction general permit.

VSU has developed and implements Annual Standards and Specifications for Erosion and Sediment Control and Stormwater Management to prevent stormwater runoff from construction activities on Campus.

All renovation and exterior maintenance activities will adhere by general good housekeeping standard operating procedures, outlined in Appendix B.

- (3) Discharging water pumped from construction and maintenance activities not covered by another permit;

Utility construction and maintenance activities standard operating procedures are not applicable to the University. All water and sewer within the campus are owned and operated by Chesterfield County.

VSU has developed and implements Annual Standards and Specifications for Erosion and Sediment Control and Stormwater Management to prevent stormwater runoff from all other construction activities on Campus.

- (4) Temporary storage of landscaping materials

Standard operating procedures to prevent pollutant discharge into the MS4 from the temporary storage of landscaping materials are located in Appendix B.

All other landscaping work requiring temporary storage will adhere by general good housekeeping standard operating procedures, outlined in Appendix B, and the Nutrient Management Plan.



- (5) Maintenance of municipal-owned or operated vehicles and equipment to prevent pollutant discharge into the MS4 from leaking municipal automobiles and equipment;

Standard operating procedures to prevent pollutant discharge from leaking municipal automobiles and equipment into the MS4 have been developed for implementation and are located in Appendix B.

- (6) Application of materials, including pesticides and herbicides, is conducted in accordance with the manufacturer's recommendations.

Several BMPs are in place to protect water quality with respect to pesticides and herbicides. The Facilities Management grounds staff utilizes a nutrient management plan and requires certified applicators. In addition, integrated pest management practices are required for all pesticide application. All fertilizers, pesticides, and herbicides are located in a standalone chemical storage building on campus. Further, information about pest management practices and research is available through a series of webpages developed by the College of Agriculture.

Additional Standard operating procedures to ensure application of materials is conducted in accordance with the manufacturer's recommendations have been developed for implementation and are located in Appendix B.

- (7) Application of materials, including fertilizers, is conducted in accordance with the manufacturer's recommendations.

Several BMPs are in place to protect water quality with respect to fertilizers. The Facilities Management grounds staff utilizes a nutrient management plan and requires certified applicators. All fertilizers, pesticides, and herbicides are located in a standalone chemical storage building on campus.

Additional Standard operating procedures to ensure application of materials is conducted in accordance with the manufacturer's recommendations have been developed for implementation and are located in Appendix B.



3.0 Additional Standard Operating Procedures

Though VSU currently has several standard operating procedures in place to minimize and prevent pollutant discharges from the campus daily operations, additional procedures have been developed in order to meet all MS4 permit requirements. Refer to Appendix B for VSU's additional standard operating procedures.



4.0 APPENDIX A – Existing Standard Operating Procedures

The following documents are incorporated into the standard operating procedures by reference to supplement those already in this plan.

- Spill Prevention, Control, and Countermeasure Plan (SPCC)
- Oil Discharge Contingency Plan (ODCP)
- Continuity of Operations Plan (COOP)
- Heating Plant Emergency Action Plan
- VSU Safety Manual
- School of Engineering, Science, and Technology Chemical Hygiene Plan (CHP)
- Agricultural Research Station Laboratory Safety Manual



5.0 APPENDIX B – Additional Standard Operating Procedures

5.1 General Good Housekeeping Practices

Purpose: To protect stormwater from pollutants by implementing general good housekeeping practices.

Practices:

- Do not dispose of leaves, grass clippings, tree trimmings, trash, oil, fuel, sediment, or any other pollutant into a storm drain or water body.
- Keep open, exposed areas clean and protected from precipitation.
- Keep equipment, stockpiles, chemicals, paints, etc. covered.
- Post signs and labels in problem areas and areas with hazardous materials.
- Consider additional control measures in conjunction with coverings; including curbing, grading, or elevating materials to divert stormwater run-on and to contain stormwater run-off.
- Identify and label any storm drain inlets at or near the facility to notify employees and contractors not to dispose of any materials or wastes.
- Do not wash down or hose down any outdoor work areas or trash/waste container storage areas except where wash water will only enter the sanitary sewer following treatment.
- Recycle wastes, used oil, solvents, grease rags, wash water, and other spent liquids. Store materials awaiting recycling under cover with secondary containment.
- Install secondary containment devices where appropriate. Secondary controls include curbing, drip pans, basins, sumps, oil/water separators, catch basin inserts, oil pads/skimers, and impervious work areas.
- Use oil/water separators, or other commercially-available devices to eliminate or minimize oil and grease pollution of stormwater runoff.
- Stabilize exposed soil areas to prevent soil from eroding during rain events. This can be done by applying mulch or permanent vegetation that will hold the soils in place.
- Install erosion and sediment controls such as silt fence, inlet protection, and dewatering filter bags during construction and utility maintenance activities.



5.2 Spill/Leak Cleanup

Purpose: To protect stormwater from spilled pollutants by implementing proper spill cleanup procedures and preventative measures.

Practices:

- Do not use water to clean up spills/leaks.
- Do not wash spills/leaks into storm drain or water body.
- Do not leave spill/leak without cleaning it up.
- Stop the source of the spill/leak immediately, if safe to do so.
- Contain any spilled/leaked liquids, if safe to do so.
- Cover the spill with absorbent material such as kitty litter, sawdust, or absorbent pads.
- Sweep up granules and dispose of properly.
- Install control measures on nearby storm drains and water bodies if spill could potentially reach the stormwater systems.
- Position mats to contain leaks from vehicles and equipment until they can be repaired.
- Use secondary containment under or around petroleum and chemical storage containers.



5.3 Parking Lot Maintenance

Purpose: To protect stormwater from trash and debris by properly cleaning and maintaining parking lots through general practices.

Practice:

- Do not hose down parking lots or sidewalks within parking lots.
- Do not sweep trash, sediment, or any other pollutants to or down a storm drain or water body.
- Do not place trash cans or dumpsters near a storm drain or water body.
- Do not place hazardous waste in a dumpster or trash can.
- Do not wash out dumpsters. Return to owner for cleaning at owner's facility. If municipally owned containers must be washed, do so in an approved location where wastewater is either recycled or treated before discharging to the sanitary sewer with approval.
- Locate trash cans or dumpsters on a flat concrete surface that does not drain towards a storm drain or water body.
- Ensure all trash cans and dumpsters within parking lots remain covered and have no leaks.
- Request/use dumpsters with properly plugged drain holes whenever possible.
- Pick up trash and debris and dispose of in covered trash can or dumpster.
- Empty trash cans and dumpsters often. Do not overfill trash cans or dumpsters.
- Provide properly-labeled recycling bins to reduce the amount of garbage disposed.



5.4 Salt/Deicing Application

Purpose: To protect stormwater from salt/deicers and sand by properly storing and applying the materials.

Practice:

- Do not store salt, sand, deicer, or snow near storm drain or water body.
- Do not dispose of salt, sand, deicer, or snow in a storm drain or water body.
- Apply minimal amount of salt, sand, or deicer as needed to be effective.
- When loading salt, sand, or deicer, take care to minimize salt spillage by not exceeding the capacity of equipment (i.e. front end loader, truck bed).
- Operate equipment at low speed for effective spreading.
- Control spread patterns to concentrate material where most effective.
- Consider use of deicing alternatives such as calcium magnesium acetate, potassium acetate, sand, etc. in sensitive areas.
- If using sand, use coarse, clean "washed" sand, which is free of fine particles and dust and easier to clean in the spring.
- Locate salt, sand, or deicer stockpiles on flat, covered, impervious sites that are protected from runoff and divert run-on around stockpile.
- Provide diversion where runoff leaves salt storage area to direct runoff to holding tank or stormwater treatment device.
- Where possible, remove snow manually without use of salt/deicer.
- Do not apply any deicing agent containing urea or other forms of nitrogen or phosphorus.



5.5 Storm Drains

Purpose: To protect stormwater from trash, debris, sediments, oil and grease, solvents, detergents, fertilizers, and other pollutants by routinely inspecting, cleaning, and maintaining storm drain systems.

Practice:

- Do not allow defective storm pipes or structures to go unrepaired.
- Do not discharge contaminated stormwater, storm drain flush water, or surface debris into storm drain or water body.
- Regularly clean storm drain systems, preferably in late winter and early spring. Give priority to areas with relatively flat grades as they rarely achieve high enough flows to flush out stormwater.
- If flushing out pipes, use vactor truck to vacuum up flush water and debris downstream from flush inlet.
- Discharge flush water and debris properly. Debris should be collected and taken to a permitted disposal site and flush water should be discharged to the sanitary sewer with approval.
- Regularly clean storm drain structures by removing trash, sediment, leaves, grass clippings, etc. from the inlet throats, grate tops, and structure sumps. Properly dispose of debris. Do not allow debris to accumulate.
- Use appropriate erosion and sediment control practices when performing repairs.



5.6 Vehicle/Equipment Storage & Maintenance

Purpose: To protect stormwater from solvents, antifreeze, battery acid, motor oil, fuel, grease, brake fluid, metals, and sediment by properly storing and maintaining the vehicles and equipment.

Practice:

- Do not park vehicles or place equipment over, on, or near a storm drain or water body.
- Do not store vehicles or equipment near storm drains or water bodies.
- Do not dispose of fluids in storm drains or water bodies.
- Whenever possible, store vehicles and equipment inside to minimize the potential for pollutant discharge in stormwater runoff. Where indoor storage is not possible, store on paved areas and under a covered facility.
- If storing vehicles and equipment inside, ensure floor drains have been properly connected and do not outfall into storm drain system. If the drain does outfall to a storm drain system, floor drain should be sealed.
- Store drums, tanks, and containers in low-traffic areas and on pallets.
- Store cracked batteries in leak-proof secondary containers.
- Store drip pans and draining boards in designated and marked holding tubs for reuse.
- Store limited amounts of solvents, antifreeze, motor oil, fuel, grease, etc. to prevent surplus or expiration of fluids. Store in a dry controlled area.
- Store salt, sand, or deicer in limited amounts under cover. If stockpiled outdoors, cover with tarp to minimize stormwater runoff and install fabric barrier around to capture polluted runoff.
- Perform all vehicle/equipment maintenance indoors.
- Use drip pans and other containment devices to prevent spills when performing maintenance.
- Move leaking vehicles and equipment indoors or under cover as soon as possible and use a drip pan to contain the leak. If possible, drain the leaking fluid and tag the vehicle/equipment to alert others of the leak.
- Clean equipment prior to placing in storage. Equipment shall be washed in a controlled location.
- Use non-hazardous cleaners when possible.
- Use steam cleaning, pressure washing, or aqueous washers instead of solvents.
- Drain oil filters before disposal or recycling and dispose of properly.
- Pour drip pan fluids in appropriate waste/recycle containers as the first step in clean up after repair work is completed.
- Dispose of or recycle all fluids properly.



5.7 Vehicle/Equipment Fueling

Purpose: To protect stormwater from gasoline and diesel fuel by properly maintaining fueling areas and by properly fueling vehicles and equipment.

Practice:

- Do not fuel vehicle or equipment near storm drain or water body.
- Do not hose down or bury fuel spill.
- Do not “top off” fuel tanks. This will minimize the possibility of spills.
- Use a permitted off-site facility such as a fuel/gas station to refuel vehicles and equipment, whenever possible.
- If refueling onsite, use a designated fueling area. Designated fueling area should contain a spill kit, spill response practices, and a covered garbage can for proper cleanup and disposal of spilled fuel.
- Cover fuel storage tanks whenever possible to prevent polluting stormwater runoff.
- Cover nearby storm drains during loading/transfer of fuel storage tanks.
- Use overflow protection devices on tanks and enclose fuel tanks with secondary containment.
- When fueling small equipment from portable containers, fuel in a designated area away from storm drains and water bodies. Use a funnel to minimize spills.
- Fuel carefully to minimize drips to the ground.
- Use absorbent material under small equipment during fueling to collect any drips, overflow, or leaks.
- For new or remodeled facilities, the fuel-dispensing area should be covered and paved with an impervious surface. The surface should be sloped to prevent ponding and contain a grade break that allows for polluted runoff to drain inward to a contained area and the remaining runoff to be diverted away from the fueling, storage, and disposal area.



5.8 Equipment Washing Areas

Purpose: To protect stormwater from detergents, oils, grease, and heavy metals by properly washing vehicles and equipment.

Practice:

- Do not release vehicle/equipment wash water into a storm drain or water body without prior authorization under a separate VPDES permit.
- Wash all vehicles and equipment in a controlled area (indoors when possible) designed to recycle, collect, or treat wash water prior to approved discharge to the sanitary sewer system.
- Use a commercial car wash for light duty vehicles.
- If washing vehicles/equipment outdoors, install curbs, berms, or dikes around outdoor wash area to control and contain wastewater. If recycling is not feasible, use wet/dry vacuum or vacuum truck to collect wash water and discharge to the sanitary sewer.
- Use drain guards (filter inserts) on nearby storm drain inlets to catch sediments and other pollutants that might enter the storm drains as a result of vehicle washing.
- Avoid detergents whenever possible. If detergents are necessary, a phosphate-free, non-toxic, biodegradable soap is recommended.
- Minimize water use when washing and rinsing.
- Procedure to wash a vehicle that is longer than the vehicle wash rack at the Physical Plant Building:
 - Park the vehicle so that the front half of the vehicle is directly over the vehicle wash rack catch basin
 - Wash and rinse the front half of the vehicle
 - Move the vehicle so the back half of the vehicle is directly over the vehicle wash rack catch basin
 - Wash and rinse the back half of the vehicle
 - This procedure is to ensure that all vehicle wash water enters the wash rack catch basin and that no vehicle wash water spills outside of the vehicle wash rack and enters a nearby storm drain.



5.9 Storage & Disposal of Pesticides & Herbicides

Purpose: To protect stormwater from untreated chemicals by properly storing and disposing of pesticides, herbicides, and fertilizers.

Practice:

- Do not store pesticides, herbicides, and fertilizers near storm drains or water bodies.
- Do not dispose of pesticides, herbicides, and fertilizers near or in storm drains or water bodies.
- Store pesticides, herbicides, and fertilizers in a covered container, off the floor, in a dry location according to the manufacturer's specifications.
- Where possible, store pesticides, herbicides, and fertilizers in an enclosed, controlled area. (i.e. locked storage shed or cabinet)
- Use proper containers for storing chemicals and clearly label.
- Use and clearly label secondary containers.
- Store Safety Data Sheets (SDS) near chemical storage areas.
- Order only the amount needed to prevent surplus or expired chemicals.
- Order chemicals just prior to usage to reduce storage time.
- Use entire order of chemicals to minimize disposal.
- Properly dispose of fertilizers and pesticides according to manufactures specifications and applicable regulations.
- Follow all applicable federal and state regulations for storing pesticides, herbicides, and fertilizers.



5.10 Handling & Application of Pesticides & Herbicides

Purpose: To protect stormwater from untreated chemicals by properly handling and applying pesticides, herbicides, and fertilizers.

Practice:

- Do not apply pesticides, herbicides, and fertilizers before a heavy rainfall.
- Do not dispose of pesticides, herbicides, and fertilizers in storm drains or water bodies.
- Only a Certified Pesticide Applicator may apply pesticides, herbicides, and fertilizers.
- Use proper Personal Protection Equipment (PPE) when handling and applying chemicals.
- All employees handling, mixing, and applying pesticides, herbicides, and fertilizers should be trained on the use of MSDS.
- Mix only enough chemical for immediate use.
- Follow manufacturer's recommendations for handling, mixing, and applying chemicals.
- Follow all federal and state regulations when handling, mixing, and applying pesticides, herbicides, and fertilizers.
- Mix pesticides, herbicides, and fertilizers in designated areas and away from storm drains or water bodies.
- Employees applying pesticides, herbicides, and fertilizers should read the MSDS for each product they use.
- Calibrate application equipment to ensure proper amount of product is applied.
- Use caution when broadcasting product near a waterway or storm drain structure.
- If fertilizer is broadcast or spilled on a sidewalk, street or driveway, sweep up the excess and dispose of properly.
- Promptly cleanup any spills or leakage. Use dry absorbent for liquids and sweep up solid product. Properly dispose of waste. Do not rinse with water.
- Use fertilizers with no phosphorous content.
- Pesticide application equipment should have an emergency shut-off switch.
- Use the least toxic product or method available to do the job.
- Use biodegradable products when available.
- Spot treat problem areas with pesticides rather than treating larger areas.
- Avoid broadcast spraying of pesticides or herbicides.
- Use the granular form of fertilizers, herbicides, and pesticides to minimize application losses. If using liquids, be aware of wind direction to avoid wind drift of chemicals.
- Apply products when ground is not frozen; fertilizer during the fall or spring as needed, pesticides and herbicides only as needed.



5.11 Grounds Maintenance

Purpose: To protect stormwater from organic matter, sediments, nutrients, and other pollutants by using proper mowing and irrigation techniques and by properly disposing of landscape waste.

Practice:

- Do not dispose of leaves, clippings, or compost in storm drain or water body.
- Do not pile leaves, clippings, and compost piles near a storm drain or water body.
- Do not dump gas from lawn mowing equipment, waste, or contaminated water in storm drain or water body.
- Do not refuel or change mower oil near storm drains.
- Mow only as low as needed for the area's intended use. Where possible, mow once or twice a year to allow for meadow growth.
- Use a bag to catch grass clippings and appropriately dispose of clippings.
- Water at appropriate times (no rain in forecast and cooler time of day) and do not overwater. Overwatering can result in excess runoff.
- If used for composting, use appropriate compost bin away from storm sewer or water body.
- If temporary stockpile is necessary, cover leaves, clippings, and compost piles with tarp or enclose with a barrier so that runoff does not enter storm drain system or water body.
- All landscape waste will be collected for pickup by a contractor for off-site composting.



5.12 Exterior Renovation and Maintenance Activities

Purpose: To protect stormwater from pollutants which may be introduced to water in the process of renovating or maintaining exterior surfaces for exterior renovations and maintenance not covered under a separate VSMP construction general permit.

Practice:

- Renovation which disturbs land must utilize inlet protection and appropriate erosion and sediment control to prevent sediment-laden water from entering storm drains.
- If sections of the site which have been disturbed will not be disturbed again for 14 days, temporary seeding, matting, mulching, or other appropriate erosion control measures should be applied to prevent rainfall from causing erosion.
- Renovation sites should be kept clean and free of debris to prevent debris from entering storm drains.
- Materials required for renovation work, such as concrete, fertilizer, grout, etc should be protected from rain by being stored under cover and promptly returned to their appropriate storage location on campus once they are no longer necessary for renovation in order to prevent contaminants from entering storm drains.
- Renovation or maintenance which would remove or disturb hazardous materials that could enter waterways (e.g. old paints containing heavy metals) should dispose of contaminated materials properly and prevent contamination of stormwater with hazardous waste. If contamination occurs, water should be completely contained on site and disposed of according to hazardous waste regulations.
- Runoff from washing surfaces with only clear water should be directed to a grass or vegetated area where it can be absorbed into the soil without causing localized erosion.
- Inlet protection should be utilized in the event power washing is being utilized to wash mud from a surface to prevent sediment-laden water from entering storm drains.
- Avoid cleaning chemicals whenever possible. If cleaning chemicals or detergents must be used, all wastewater should be completely contained and disposed of either into a sanitary sewer or offsite. Wastewater must have a pH between 6-9 to be disposed of in the sanitary sewer. If wastewater is outside of these parameters, pH adjustment may be performed or the wastewater can be disposed of at a permitted disposal facility offsite.



5.13 Water Disposal from Dewatering Activities

Purpose: To protect stormwater from contaminants which may be present in pumped water depending on its source.

Practice:

- Visually inspect water to be removed to determine if there are visible pollutants in the water to be pumped and potential sources of those pollutants.
- If there is no reason to suspect the water has become contaminated (as determined by visual inspection and lack of potential sources of pollution), clear water can be pumped into a nearby grassed or vegetated area to infiltrate and must not cause localized erosion.
- If there is no suitable vegetated areas to discharge OR water is suspected to have chemical, or biological contamination, proper disposal options should be evaluated. Proper disposal options could include discharging water to a sanitary sewer if the pH is between 6-9 or the water can be treated to achieve a pH between 6-9, or hauling it off-site to a permitted disposal facility.
- Sediment-laden water may be allowed to settle to remove suspended solids prior to dewatering. Once water is clear, it can be pumped into a nearby grassed or vegetated area to infiltrate and must not cause localized erosion.
- Sediment-laden water that needs to be removed immediately must be pumped through an appropriately sized sediment bag following manufacturer's specifications for discharge volumes. Discharge from sediment bag should be directed into a vegetated area wherever possible but may be discharged into stormwater conveyances after passing through the sediment bag if necessary.
- If using a sediment bag, the bag should be regularly inspected during pumping operations to make sure that it is functioning properly and has not become clogged. If muddy water is being released from the sediment bag, it must be augmented to minimize impacts from the discharge. Options include installing silt fence and/or straw bales around the bag or placing the bag on a gravel pad.
- Reference the DEQ Stormwater Handbook, measure C-SCM-10 Dewatering Structure, for more detailed advice and direction.

**Phase III MS4 General Permit
Stormwater Pollution Prevention Plan**

**Virginia State University
High Priority Facilities**



June 30, 2017
Revised April 2025

Prepared By:
Timmons Group
1001 Boulders Parkway #300
Richmond, VA 23225



TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.



Table of Contents

Overview

Evaluation Log

Inspection Log

SWPPP Modification Log

Discharge, Release, or Spill Records Log

Appendix A – Site Description and Map

Appendix B – Potential Pollutants and Sources

Appendix C – Potential Nonstormwater Discharges

Appendix D – Structural Control Measure Descriptions

Appendix E – Maintenance Schedule for SWM Facilities and Pollutant Source Controls

Appendix F – Standard Operating Procedures

Appendix G – Training Plan

Appendix H –Source Controls

Appendix I – Discharge, Release, or Spill Records

Appendix J – Annual Comprehensive Site Compliance Evaluation Form and Checklist

Appendix K – 2023 – 2028 MS4 General Permit



Overview

This Stormwater Pollution Prevention Plan (SWPPP) is a required document that has been developed and implemented in accordance with Part I.E.6.g of the Municipal Separate Storm Sewer System (MS4) Permit.

This plan has been organized in accordance with Part I.E.6.j of Permit which outlines the required contents of each SWPPP. These requirements are listed below and are addressed in each corresponding appendix with the exception of the logs, which are near the front of this document for ease of access.

- (a) A site description that includes a site map identifying all outfalls, direction of stormwater flows, existing source controls, and receiving water bodies;
- (b) A description and checklist of potential pollutants and pollutant sources;
- (c) A description of all potential nonstormwater discharges;
- (d) A description of all structural control measures, such as stormwater management facilities and other pollutant source controls, applicable to SWPPP implementation, such as oil-water separators, and inlet protection designed to address potential pollutants and pollutant sources at risk of being discharged to the MS4.
- (e) A maintenance schedule for all stormwater management facilities and other pollutant source controls applicable to SWPPP implementation described in Part I.E.6.h.4;
- (f) Site specific written procedures designed to reduce and prevent pollutant discharge that incorporate by reference applicable good housekeeping procedures required under Part I.E.6.a and b;
- (g) A description of the required applicable training as required in Part I.E.6.d.4;
- (h) An inspection frequency of no less than once per year and maintenance requirements for site specific source controls. The date of each inspection and associated findings and follow up shall be logged in each SWPPP;
- (i) A log of each unauthorized discharge, release, or spill incident reported in accordance with Part IV.G;
- (j) A log of modifications to the SWPPP made as a result of any unauthorized discharge, release, or spill in accordance with Part I.E.6.j or changes in facility activities and operation requiring SWPPP modification;
- (k) The point of contact for SWPPP implementation.

SWPPPs have been developed for all applicable high-priority facilities that have a potential for pollutant discharge.

This SWPPP must be readily accessible to all staff and inspectors. The point of contact for SWPPP Implementation on-site can be contacted to access the SWPPP and shall be:

Director of Capital Outlay

This is a living document. Major site changes related to site activities, operations, and site layout have to be documented and kept up to date in this SWPPP.

The overall goal of the MS4 Permit and ultimately the SWPPP is to minimize or eradicate stormwater and non-stormwater pollutant discharges from a site, and its corresponding activities.



Throughout each year, tasks within this SWPPP (site assessments, inspections, discharge records, and SWPPP modifications) have to be addressed and documented per the SWPPP requirements. These tasks are outlined below.

| Task | Frequency | Completion Log | Procedures, Blank Forms, and Completed Forms |
|--|------------------|-----------------------|---|
| Comprehensive Site Compliance Evaluation | Annually | Page iii | Appendix J |
| Source Control Inspection | Annually | Page iv | Appendix H |
| Discharge, Release, or Spill Report | Each Incidence | Page v | Appendix I |
| SWPPP Modification Log | Each Incidence | Page vi | Refer to log |



Annual Comprehensive Site Compliance Evaluation Log

This log serves as a quick summary of completed Annual Comprehensive Site Compliance Evaluations. Instructions, blank forms, and completed evaluations can be found in Appendix F.

| Evaluation Date (mm/dd/yyyy) | Evaluator (Name and Position) | Are Revisions to Plan Required? (Y/N) | Revisions Made (mm/dd/yyyy and Name) |
|---------------------------------|--|---|---|
| 03/09/2016 | M. Webb/K. Atkinson (Timmons Group) | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | 07/19/2016 (Timmons Group) |
| 6/28/2018 | M. Webb/M. Paul (Timmons Group) | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | NA |
| 4/17/2019 | M. Webb (Timmons Group) | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | 05/15/2019 (Timmons Group) |
| 4/03/2020 | M. Webb (Timmons Group) | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | NA |
| 6/04/2021 | J. Slagle (Timmons Group) | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | NA |
| 06/01/2022 | H. Fry (Timmons Group) | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| 06/27/2023 | H. Fry (Timmons Group) | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| 05/30/2024 | H. Fry (Timmons Group) | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | 06/2024 (Timmons Group) |
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |



Source Control Inspection Log

This log serves as a quick summary of completed Source Control Inspections. Instructions, blank forms, and completed evaluations can be found in Appendix G. Note: Virginia State University routinely inspects all Source Controls according to their MS4 Program Plan. See the current Program Plan as well as Annual Reports for inspection records.

| Inspection Date (mm/dd/yyyy) | Source Control | Inspector (Name and Position) | Is Maintenance Required? (Y/N) | Date Maintenance Completed (mm/dd/yyyy) |
|---------------------------------|----------------------|---|---|---|
| 4/27/2016 | BMP 29 & 30 | Timmons Group/Exact Stormwater Management | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Refer to BMP records |
| 3/17/2017 | BMP 29 & 30 | Timmons Group/Exact Stormwater Management | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Refer to BMP records |
| 5/24/2018 | BMP 29 & 30 | Timmons Group/Exact Stormwater Management | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Refer to BMP records |
| 6/11/2019 | BMP 29 & 30 | Timmons Group/Exact Stormwater Management | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Refer to BMP records |
| 3/6/2020 | BMP 29, 30, 46, & 48 | Timmons Group/Exact Stormwater Management | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Refer to BMP records |
| 6/17/2021 | BMP 29, 30, 46, & 48 | Timmons Group/Exact Stormwater Management | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Refer to BMP records |
| 5/24/2022 | BMP 29, 30, 46, & 48 | Timmons Group/Exact Stormwater Management | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Refer to BMP records |
| 6/21/2023 | BMP 29, 30, 46, & 48 | Timmons Group/Exact Stormwater Management | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Refer to BMP records |
| 6/20/2024 | BMP 29, 30, 46, & 48 | Timmons Group/Exact Stormwater Management | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Refer to BMP records |
| | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |



Discharge, Release, or Spill Records Log

This log serves as a quick summary of Discharges, Releases, or Spills that have occurred at this facility. Blank forms and completed reports can be found in Appendix H.

| Date of Incident | Material | Quantity | Cause of Discharge, Release, or Spill | Cleanup and Disposal Method | Date Reported to DEQ (if applicable) |
|------------------|----------|----------|---------------------------------------|-----------------------------|--------------------------------------|
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Modifications Log

This log serves as a summary of modifications made to the SWPPP as a result of any Discharges, Releases, or Spills that have occurred at this facility, or changes in facility activities and operation.

| Date of Modification | Modifications Made | Reason for Modification | Notes |
|----------------------|---|-------------------------|-------|
| April 2025 | SOP, Map and Location Description Updates | DEQ Audit | |
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Appendix A

Site Description and Map



Site Description

Street Address: 1 Hayden Street

City: Petersburg State: VA Zip: 23806

Latitude: 37.2365 Longitude: -77.4199

Receiving Water Body Name: Appomattox River

Impaired Waters (Yes/No): Yes

Additional Site Information:

Virginia State University (VSU) is a public university that serves Petersburg, VA and the greater surrounding areas. This plan focuses on the Municipal Separate Storm Sewer Systems (MS4) guidelines set forth by the Environmental Protection Agency (EPA).

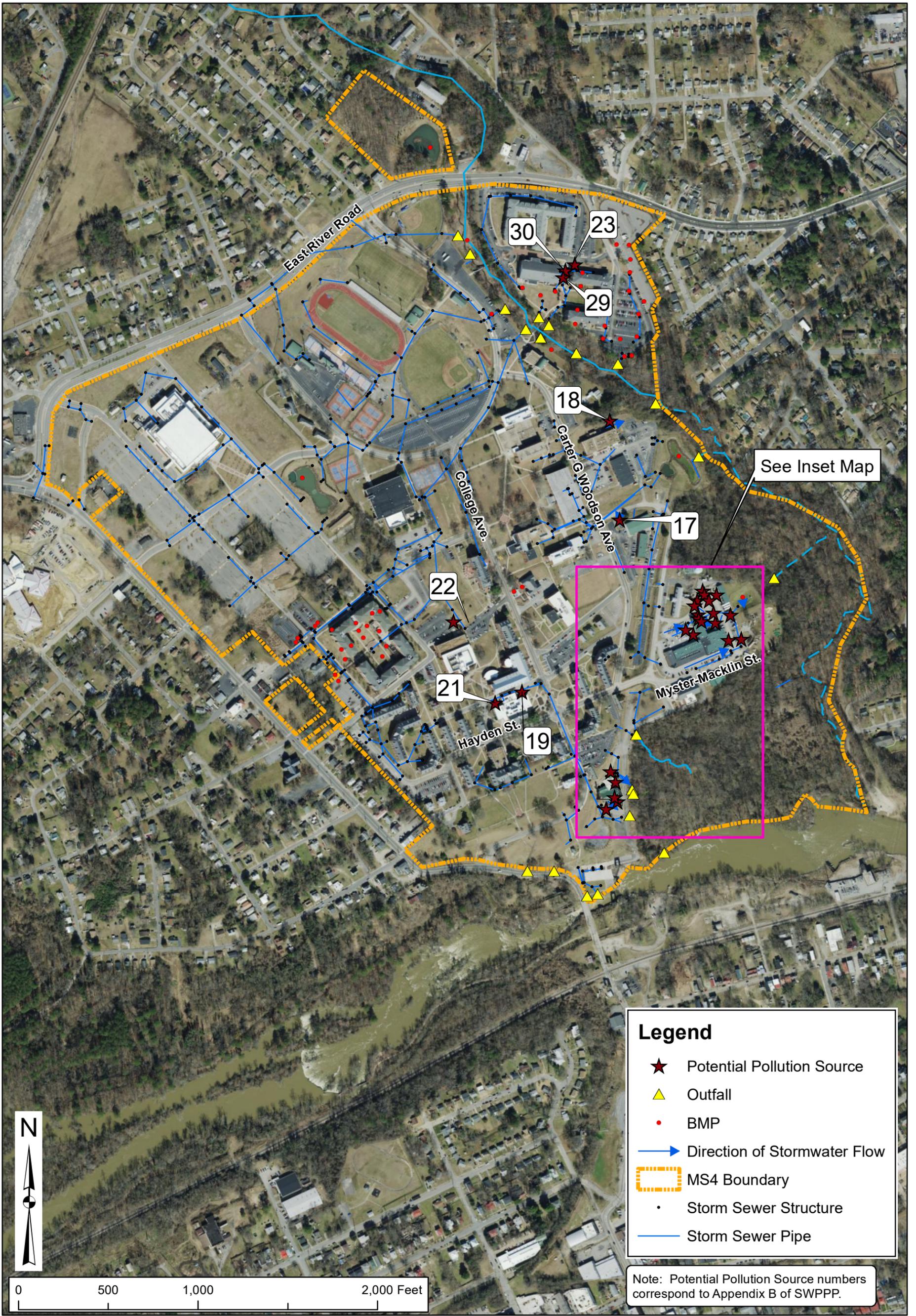
The VSU campus encompasses approximately 254-acres of largely urban land with a 416-acre farm located off-campus for agricultural research. The campus is located in the village of Ettrick overlooking the Appomattox River and the City of Petersburg. The University is also surrounded by Chesterfield County and Colonial Heights. VSU has dormitories, facilities buildings, administrative buildings, athletic buildings, and academic buildings in conjunction with the agriculture research facility. The northern half of the campus contains the majority of the academic and athletic buildings and facilities, while the southern half contains dormitories and other administrative buildings. VSU is in operation year-round with a student population of approximately 5,000. The university offers baccalaureate and master's degree programs, doctoral degree programs, and certificates.

This plan focuses on four major areas. The Physical Plant Building drains to BMP 29 (stormwater detention) and then to Outfall 12, located due east of the property. This area drains to Fleets Branch, and subsequently to the Appomattox River. The Heating Plant, the southernmost of the buildings, drains to two outfalls located adjacent to the river and is not associated with a BMP. There are two Hazardous Waste storage buildings which drain to BMP 30 (stormwater detention) or directly to Fleet's Branch. See Table 1 below for more information on priority locations.



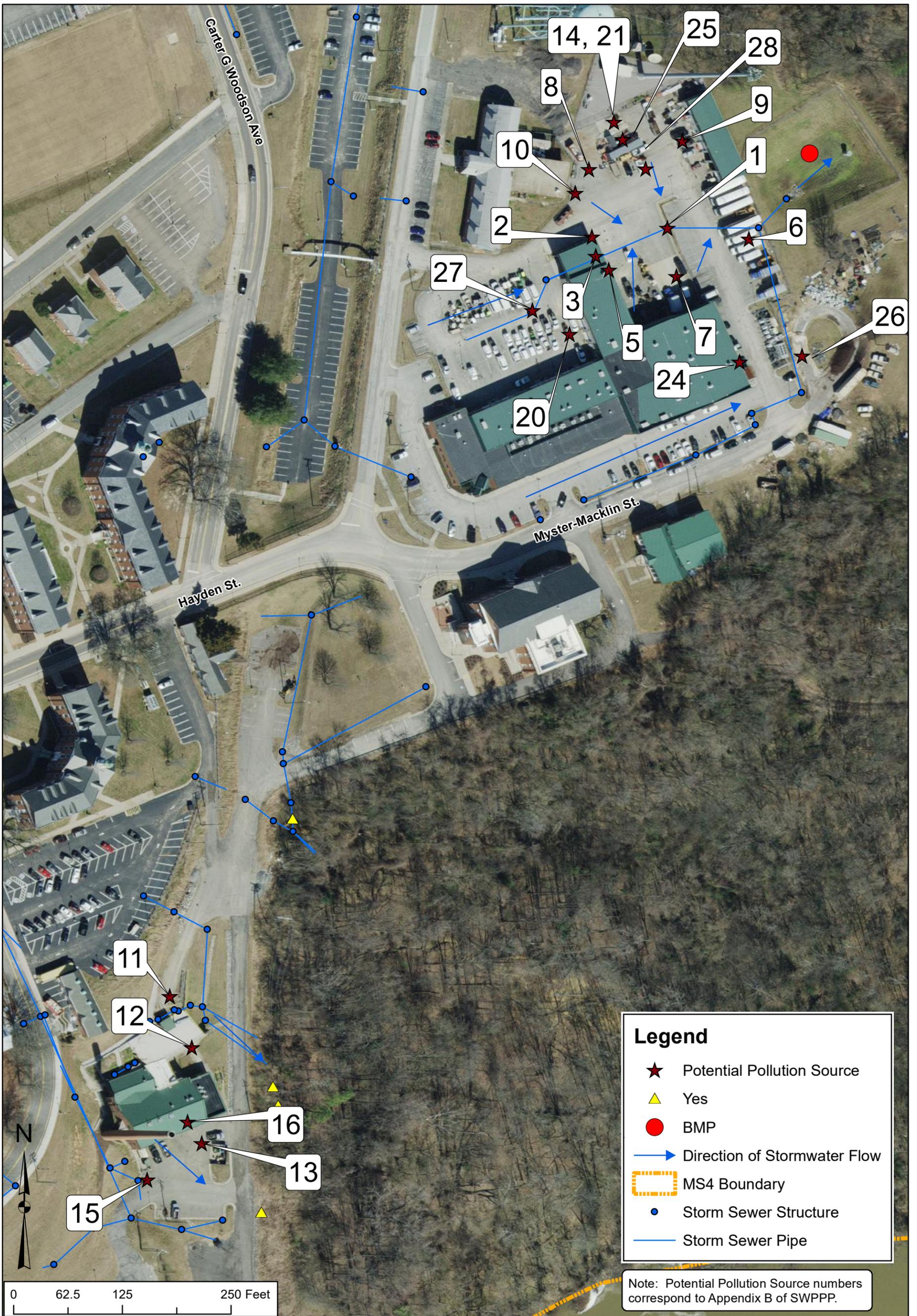
Table 1: Priority Locations

| Location | Address | Description |
|---|---|--|
| Physical Plant | 2916 Myster Macklin St, Petersburg, VA 23806 | This building is identified by its green roof painting and proximity to the agriculture engineering shop and Fauntleroy Hall. |
| Heating Plant | College Ave, Petersburg, VA 23806 | This building is accessed via the parking lot adjacent to Lockett Hall and can be identified by its green roof and large chimney. |
| Academic Success Center (Hazardous Waste Storage) | 21012 Service Rd, Virginia State University, VA 23806 | This building is immediately adjacent to the Academic Success Center and Parking Lot #13. It is a brick building with two white doors. |
| MT Carter Building (Hazardous Waste Storage) | Carter G Woodson Ave, Petersburg, VA 23803 | This building is immediately behind the MT Carter Building. It has five metal doors and is built of brick. |
| Jones Dining Hall Grease Trap | 3206 Hayden St, Petersburg, VA 23806 | The grease trap is located along Barnes Street. This building is made of brick and has white windows with rounded tops. |
| Foster Hall Grease Trap | 3114 Lee St, Petersburg, VA 23806 | This grease trap is identified by its location in Parking Lot 23, directly adjacent to Johnston Memorial Library. It is between two trees and on the edge of a field for student activities. |
| Gateway Dining Grease Trap | 2804 Martin Luther King Dr, Ettrick, VA 23806 | This grease trap is located next to the dumpster area designated with brick fencing and is between Gateway Hall and Gateway Dining. |



**Virginia State University
SWPPP Map
April 2025**





**Virginia State University
SWPPP Map (Inset)
April 2025**





Appendix B

Potential Pollutants and Sources



Potential Pollutants and Sources

Example Potential Pollutant Sources: Uncovered Trash Cans, Open, Deteriorated, or Leaking Containers, Uncovered Outdoor Storage Facilities, Unmaintained Containers/Storage, Gas Pump, Material Loading/Unloading areas, On-site Waste Disposal Practices, Maintenance Areas, Wash Down Areas, Areas Exposed to Erodible Soils, Unprotected stockpile areas.

Example Potential Pollutants: Oil, Grease, Fuel, Coolant, Lubricant, Solvents, Detergent, Acid Wash, Paint, Sediment, Soil, Salt, Sand, Raw Materials, Aggregates, Cement, Pesticides, Herbicides, Waste, Trash, Wastewater, Building Materials.

| Date Added | Source and Location # | Potential Pollutant | Management Practice (Found in Appendix D) |
|------------|------------------------------------|---|---|
| 4/21/2016 | High Risk Inlet – (1, 6) | Oil, Grease, Fuel, Solvents, Sediment, Soil, Salt, Sand, Waste, Trash | SOP 5.1 and 5.5 |
| 4/21/2016 | Refueling Station – (2) | Oil, Grease, Fuel, Coolant, Lubricant | SOP 5.7 |
| 4/21/2016 | Used Oil Storage – (3) | Oil, Grease, Fuel | SOP 5.1 |
| 4/21/2016 | Maintenance Bay – (4, 5, 9) | Oil, Grease, Fuel, Coolant, Lubricant | SOP 5.1 |
| 4/21/2016 | Loading/Unloading Area – (4, 7, 9) | Minimal | SOP 5.1 |
| 4/21/2016 | Solid Waste Receptacle – (8, 10) | Waste, Trash | SOP 5.3 |



| Date Identified | Source and Photo # | Potential Pollutant | Management Practice (Found in Appendix D) |
|-----------------|---|---------------------------------------|--|
| 4/21/2016 | Steam Plant Fuel Oil Backup – (11) | Fuel Oil | SOP 5.1, 5.2 and 5.6 |
| 4/21/2016 | Steam Plant Fuel Oil Backup– (12) | Fuel Oil | SOP 5.1, 5.2 and 5.6 |
| 4/21/2016 | Equipment Storage Area – (13) | Oil, Grease, Fuel, Coolant, Lubricant | SOP 5.6 |
| 4/21/2016 | Electrical Transformer – (15) | Oil, Grease | SOP 5.1 |
| 4/21/2016 | Boiler Plant – (16) | Oil, Grease, Fuel, Coolant, Lubricant | SOP 5.6 |
| 4/21/2016 | Hazardous Waste Storage Area – (17, 18) | Waste, Chemicals | SOP 5.1 |
| 9/2016 | Emergency Generators – (several throughout campus, no photo) | Diesel Fuel | <i>(See Spill Prevention, Control, and Countermeasure Plan)</i> |
| 9/2016 | Transformers – (several additional throughout campus, no photo) | Dielectric Oil | Inspected annually by onsite contractor GCA. <i>(See Spill Prevention, Control, and Countermeasure Plan)</i> |
| 9/2016 | Used Cooking Oil – (19) | Animal Fats, Vegetable Oil | Valley Protein collects periodically. <i>(See Spill Prevention, Control, and Countermeasure Plan)</i> |
| 9/2016 | Oil/Water Separator – (20, no photo) | Oil, Grease, Fuel | Effluent discharges to City of Petersburg WWTP. Unit is inspected periodically and emptied by contractor as needed. <i>(See Spill Prevention, Control, and Countermeasure Plan)</i> |



| Date Identified | Source and Photo # | Potential Pollutant | Management Practice (Found in Appendix D) |
|-----------------|--------------------------------|---|--|
| 9/2016 | Grease Traps – (21, 22, 23) | Animal Fats, Vegetable Oil | Effluent discharges to City of Petersburg WWTP. Units are inspected periodically and emptied by contractor as needed. <i>(See Spill Prevention, Control, and Countermeasure Plan)</i> |
| 8/2017 | Vehicle Wash Rack – (14) | Oil, Grease, Fuel, Cleaning Products | SOP 5.8 (wash rack drains to sanitary sewer) |
| 5/2019 | Loading Area – (24) | Misc. | SOP 5.4 |
| 5/2019 | De-icer storage – (25) | De-icer chemicals | SOP 5.4 |
| 5/2024 | Stockpiles (26) | Sediment, soil, salt, sand | SOP 5.1 and 5.11 |
| 5/2024 | Fuel Tank | Fuel Oil | SOP 5.1, 5.2 and 5.6 |
| 5/2024 | High Risk Inlet – (27, 29, 30) | Oil, Grease, Fuel, Solvents, Sediment, Soil, Salt, Sand, Waste, Trash | SOP 5.1 and 5.5 |



1: High Risk Inlet



2: Refueling Station



3: Used Oil Storage



4: Maintenance Bay (with trench drain)



5: Maintenance Bays



6: High Risk Inlet



7: Loading/Unloading Area



8: Solid Waste Receptacle



9: Loading/Unloading Area



10: Solid Waste Receptacle



11: Heating Plant (boiler backup fuel storage)



12: Heating Plant (boiler backup fuel storage)



13: Equipment Storage Area



14: Vehicle Wash Rack



15: Electrical Transformer



16: Heating Plant



17: Hazardous Waste Storage Area



18: Hazardous Waste Storage Area



19: Used Cooking Oil and Dumpsters



22: Used Cooking Oil and Dumpsters



23: Used Cooking Oil



24: Sand spreader



25: De-icer



26: Sand Stockpile



27: High Risk Inlet



28: Fuel Tank and Spill Kit



29: High Risk Inlet



30: High Risk Inlet



Appendix C

Potential Nonstormwater Discharges



Potential Nonstormwater Discharges

Nonstormwater discharges may include water line flushing, landscape irrigation, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, water from crawl space pumps, footing drains, street wash water, uncontaminated firefighting water discharges.

| Date Identified | Potential Non-stormwater Discharge | Pollution Prevention Measures |
|-----------------|---|--|
| 4/2017 | Wash rack near maintenance facility fuel island | <i>Pollution Prevention / Good Housekeeping Standard Operation Procedures</i> SOP 5.8 – Equipment Washing Areas The wash rack is infrequently used. Approximately 80% of all vehicle washing occurs at an off-site facility. |
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Appendix D

Structural Control Measure Descriptions



Structural Control Measure Descriptions

The following appendix will provide descriptions of the type of Best Management Practices (BMPs) and pollutant source controls used on campus by VSU to meet erosion, sediment control, and stormwater quality standards.

BMP Descriptions

1. Contech Proprietary Underground Practices

The information in the following systems refers to Contech Proprietary Underground Practices. Descriptions for these practices have referenced practice descriptions available on the Contech website (<https://www.conteches.com/>) as of June 2024.

1.1 CMP Stormwater Detention and Infiltration

The Contech Corrugated Metal Pipe (CMP) Stormwater Detention and Infiltration system is a customizable detention and infiltration system made of corrugated metal pipes which can have various pipe coatings and materials, diameters, corrugations, shapes, gages, outlet control devices, and so on. Pipes can be fully or partially perforated for infiltration and groundwater recharge applications or kept whole for detention purposes. They can be designed for heavy loading and high maximum cover, are available locally, and can contribute to LEED points if desired.

1.2 Filterra

Filterra systems intake stormwater through either a curb-inlet or rooftop disconnection directly routed to the Filterra. Water flows through a specifically designed filter media mixture contained in a landscaped concrete container. The filter media captures and immobilizes pollutants, which are subsequently decomposed, volatilized, and incorporated into the biomass of the Filterra's plant. Stormwater then flows into the underdrain system at the bottom of the container, where treated water is discharged.

1.3 StormFilter

The Stormwater Management StormFilter is an underground stormwater treatment device comprised of one or more structures that house rechargeable, media-filled cartridges that trap particulates and adsorb pollutants from stormwater runoff such as suspended total solids, hydrocarbons, nutrients, metals, and other common pollutants. There are media options available to allow targeting specific or multiple pollutants.



2. Delaware Sand Filter

Delaware Sand Filters were developed in the State of Delaware and consists of two parallel chambers divided by a weir wall. The first chamber serves as a sedimentation chamber, and the second chamber serves as a filter chamber. The filtered effluent is captured by perforated underdrains located beneath the filter layer. A third chamber, placed at the downstream end of the structure and abutting both the sedimentation and filtration chambers, serves as a volume and overflow release chamber. Water enters the sedimentation chamber first and then sheet flows into the filter chamber to be treated.

Information on Delaware Sand Filters sourced from Caltrans Delaware Sand Filters Design Guidance from December, 2020 (https://dot.ca.gov/-/media/dot-media/programs/design/documents/14_dg-delaware-sand-filters_ada.pdf) and cross checked against the the DEQ listing of the Virginia Stormwater Management Handbook, Volume I, First Edition from 1999 (<https://www.deq.virginia.gov/home/showpublisheddocument/14319/637873468448130000>).

3. Extended Detention Pond

An extended detention pond is designed to hold back water for 24 to 36 hours after each rain event. This detention enables particulate pollutants to settle out and reduces the peak discharge on the downstream channel, reducing erosive forces on receiving streams. Extended detention ponds are typically designed to achieve a minimum drawdown time, but can also be designed for channel protection using the “energy balance” method described in VSMP regulations, which may result in extended drawdown time. Note that because the primary pollutant removal mechanism of extended detention ponds rely on gravitational settling, they provide poor removal for soluble pollutants, such as nitrate and soluble phosphorus.

Information on Extended Detention Ponds sourced from the Virginia Stormwater BMP Clearinghouse 2013 DRAFT BMP Design Specifications (<https://www.deq.virginia.gov/our-programs/water/stormwater/stormwater-construction/bmp-clearinghouse>)

4. Ferguson R-Tank

The Ferguson Rain Tank (R-Tank) is an underground detention, infiltration, or rainwater harvesting system that has a high capacity with 90-95% void space, supports traffic loading, can be customized for infiltration and exfiltration or detention, and has a modular design to fit various shapes as needed for the site. Some kind of pre-treatment is necessary before runoff can enter the R-Tank; Ferguson recommends their Trash Guard Plus® system.



Information on the Ferguson R-Tank sourced from the Ferguson website (<https://www.fergusongss.com/product/r-tank-stormwater-modules/>).

5. Retention Basin Type III

This practice was built to the standards of the 1999 Stormwater Handbook. A Retention Basin by these standards is a stormwater facility that includes a permanent pool which holds water even during dry periods. Inflows from stormwater runoff may be temporarily stored above this permanent pool. "Type III" refers to the sizing of the basin being four times the required waer quality volume, with a target phosphorus removal efficiency of sixty-five (65) percent, suitable for sites that are sixty-seven to one hundred percent (67-100%) impervious.

Information on Retention Basin Type III sourced from the DEQ listing of the Virginia Stormwater Management Handbook, Volume I, First Edition from 1999 (<https://www.deq.virginia.gov/home/showpublisheddocument/14319/637873468448130000>).

6. Sand Filter

Sand filters are filtering practices that capture, temporarily store, and treat runoff by passing it through a sand filter, collecting filtered water in an underdrain, and returning it to the storm drain system. They are designed to treat runoff from small, highly impervious sites. Sand filters can be either surface filters or underground filters depending on site constraints.

Information on Sand Filter sourced from the Virginia Stormwater BMP Clearinghouse 2013 DRAFT BMP Design Specifications (<https://www.deq.virginia.gov/our-programs/water/stormwater/stormwater-construction/bmp-clearinghouse>)

7. Sorbtive Filter

Sorbitive media is an oxide-based, high surface area reactive engineered media that absorbs and retains large amounts of dissolved phosphorus. Sorbtive media does not desorb (leach) phosphorus. Sorbtive filters use sorbtive media in Filtering practices, which have design standards across all versions of the Stormwater Handbook.

8. Underground Irrigation Storage

Underground irrigation storage is a type of underground storage to be used for irrigation of grass, landscaping, or crops. This BMP, while similar in function and design to a modern cistern, was built before existing standards for rainwater harvesting were developed and therefore may not meet all updated criteria.



Pollutant Source Control Descriptions

Pollutant source control measures to be used at VSU include but are not limited to the following measures. This list will be updated annually.

1. Gutterbuddy

Gutterbuddies are lightweight curb inlet filters, installed around or across the inlet to filter sediment and debris while still allowing water to enter the inlet. Built in overflows drain water quickly during large storm events to prevent ponding. Gutterbuddies are long lasting and made from recycled synthetic fibers.

The information on the Gutterbuddy filter above referenced the practice description on the Ferguson Waterworks website (<https://www.fergusongss.com/product/gutterbuddy>) and is current as of June 2024.

2. Spill Kit

Spill kits are present on the campus in areas where spills are a concern, such as the fuel tank. These include materials used to absorb spills, equipment to clean up and dispose of contaminated materials once spill has been contained, and personal protective equipment (PPE) to protect workers cleaning up the spill from adverse impacts.

3. Used Transmission and Hydraulic Oil Containment Drum

The transmission and hydraulic oil containment drum on campus houses used oils to prevent spills and allow for contained removal of used oils from campus. The containment drum is located outdoors but is covered with a cap that can be opened to pour oil into the drum.



Appendix E

Maintenance Schedule for SWM Facilities and Pollutant Source Controls



Structural Control Measure Maintenance Procedures

The effectiveness of BMPs and Pollution Prevention measures depend on consistent inspection and routine maintenance. The General VPDES Permit for discharges of stormwater from Small Municipal Separate Storm Sewer Systems (MS4 Permit) states that a maintenance schedule for all stormwater management facilities and other pollutant source controls shall be included in each SWPPP. The maintenance schedule shall be evaluated and modified as necessary to accurately reflect the changing conditions on site.

BMP Maintenance

Maintenance ensures that each specific BMP is functioning to its proper design standards. Maintenance should be addressed as a holistic task that encompasses preventative, routine, and irregular (non-routine) maintenance activities. BMP maintenance should adhere to the following parameters:

- All BMPs should follow any applicable long term maintenance plan and schedule;
- If a long term maintenance plan has not been developed, or is not available for a particular BMP, maintenance should be addressed on an “as needed” basis and informed by the reports from annual inspections; and,
- All maintenance activities should be logged in the Source Control Inspection Log, provided on page v of this plan.

Source Control Maintenance

Maintenance ensures that other Source Control Measures are functioning as intended. Maintenance should be addressed as a holistic task that encompasses preventative, routine, and irregular (non-routine) maintenance activities. Source Control maintenance should follow the recommendations of any applicable technical specifications, and maintenance should occur on an “as needed” basis, informed by technical specifications and annual inspections. All maintenance activities should be logged in the Source Control Inspection Log, provided on page v of this plan.

Following the source control inspections and maintenance documentation, any revisions to the SWPPP, if needed, are to be completed within 90 days. Virginia State University has an active BMP inspection program implemented according to their MS4 Program Plan. See the current Program Plan and Annual Reports for details and records.



Appendix F

Standard Operating Procedures

Virginia State University
MS-4 Permit: VAR040119

Pollution Prevention / Good Housekeeping
Standard Operating Procedures



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

June 1, 2015
Revised October 1, 2015
Revised April 2025

Prepared by: Timmons Group
1001 Boulders Parkway, Suite 300
Richmond, VA 23225
(804) 200-6500



Table of Contents

| <u>Section</u> | | <u>Page</u> |
|----------------|--|-------------|
| 1.0 | Background Information..... | 1 |
| 2.0 | Existing Standard Operating Procedures | 2 |
| 3.0 | Additional Standard Operating Procedures | 6 |
| 4.0 | APPENDIX A – Existing Standard Operating Procedures | 7 |
| 5.0 | APPENDIX B – Additional Standard Operating Procedures..... | 8 |
| 5.1 | General Good Housekeeping Practices..... | 8 |
| 5.2 | Spill/Leak Cleanup | 9 |
| 5.3 | Parking Lot Maintenance | 10 |
| 5.4 | Salt/Deicing Application | 11 |
| 5.5 | Storm Drains | 12 |
| 5.6 | Vehicle/Equipment Storage & Maintenance..... | 13 |
| 5.7 | Vehicle/Equipment Fueling | 14 |
| 5.8 | Equipment Washing Areas | 15 |
| 5.9 | Storage & Disposal of Pesticides & Herbicides..... | 16 |
| 5.10 | Handling & Application of Pesticides & Herbicides | 17 |
| 5.11 | Grounds Maintenance | 18 |
| 5.12 | Exterior Renovation and Maintenance Activities | 19 |
| 5.13 | Water Disposal from Dewatering Activities | 20 |



1.0 Background Information

Per the requirements of the General Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4 Permit), Virginia State University (VSU) is to develop and implement daily good housekeeping procedures, in accordance with Part I.E.6.a, for all applicable University operations

University operations such as vehicle/equipment storage and maintenance, grounds maintenance, and parking lot maintenance, along with work completed on the University by contractors, such as renovations, can be a source of stormwater pollution if good housekeeping practices are not being implemented. The Pollution Prevention/Good Housekeeping components of the MS4 Permit require the University to re-evaluate how its infrastructure is managed and develop written procedures that minimize or prevent pollutant discharge from their daily operations. The daily good housekeeping procedures will not only assist VSU in meeting the MS4 Permit requirements, but encourage University employees and contractors to use best management practices (BMPs) in their daily operations that will improve water quality.

Per Part. I.E.6.a of the MS4 Permit, the written procedures are designed to minimize or prevent pollutant discharge from daily operations such as (i) road, street, parking lot maintenance (including applying icing and deicing agents to roadways); (ii) renovation and significant exterior maintenance activities; (iii) discharging water from construction and maintenance activities; (iv) temporary storage of landscaping materials; (v) vehicle and equipment maintenance; and (vi) application, storage, transport, and disposal of pesticides, herbicides, and fertilizers. These written procedures, at a minimum, are designed to:

- (1) Prevent illicit discharges;
- (2) Ensure permittee staff or contractors properly dispose of waste materials, including landscape wastes and prevent waste materials from entering the MS4;
- (3) Prevent the discharge of wastewater or wash water not authorized in accordance with 9VAC25-890-20 D.3.u, into the MS4 without authorization under a separate VPDES permit;
- (4) Minimize the pollutants in stormwater runoff;



2.0 Existing Standard Operating Procedures

VSU currently follows several standard operating procedures that meet the requirements of Part II.E.6.a for activities listed in Part II.E.6.b of the MS4 Permit. Below is an overview of VSU's existing operational procedures outlined under each MS4 Permit requirement.

Objectives to be met by all good housekeeping procedures:

(1) Prevent illicit discharges

There are several University plans and policies addressing illicit discharge including the following: the Spill Prevention, Control, and Countermeasure Plan (SPCCP); the Oil Discharge Contingency Plan (ODCP); the Continuity of Operations Plan (COOP); the Heating Plant Emergency Action Plan; and the VSU Safety Manual. There are no enforcement actions or enforcement escalation procedures in place; however, due to the nature of the University, compliance is sought and achieved in a cooperative manner. Refer to Appendix A for each policy.

(2) Ensure the proper disposal of waste materials, including landscape wastes, and prevent waste materials from entering the MS4;

The University manages used oil, oil filters, paint and florescent light bulbs to ensure that their waste is disposed of in a responsible manner. The ODCP governs proper disposal of oil and oil filters, the Management of Paint and Paint Related Materials document provides guidance for the disposal of paint and, the Fluorescent Bulb Disposal Policy provides direction for the management of used fluorescent light bulbs. Refer to Appendix A for each policy.

The School of Engineering, Science, and Technology has developed and implemented a Chemical Hygiene Plan (CHP) that governs the disposal of any hazardous chemical waste generated in a laboratory in the Departments of Chemistry, Physics, or Biology.

The School of Agriculture has developed and implemented a Laboratory Safety Manual that governs the disposal of any hazardous chemical waste generated at the Agricultural Research Station.

In both cases, hazardous chemical waste is segregated by type and stored in approved designated locations until collected through a licensed facility. Materials that are non-hazardous can be disposed through sanitary sewer, which may require initial pH adjustment, or through the solid waste sanitation services. Refer to Appendix A for a copy of each plan.



Additional standard operating procedures to ensure disposal of landscape waste have been developed for implementation and are located in Appendix B.

- (3) Prevent the discharge of wastewater or wash water into the MS4 without authorization under a separate VPDES permit;

To the best of the University's knowledge, there are no cross connections between the storm sewer system and sanitary sewer system. As the University completes pipe maintenance projects throughout the campus, no overflow locations or cross connections have been located. The extent of inflow and infiltration into the sanitary sewer system is unknown. All indoor maintenance facility drains are connected to the sanitary sewer.

Vehicle wash water standard operating procedures are not applicable to the University. VSU washes all vehicles off campus at a permitted washing facility.

Standard operating procedures to prevent the discharge of wastewater or University equipment wash water into the MS4 without authorization under a separate VPDES permit have been developed for implementation and are located in Appendix B.

- (4) Minimize pollutants in the stormwater runoff.

Pollutant minimization is achieved by the University by implementing all good housekeeping standard operating procedures presented in this document. The following list of activities will explain how daily operations required to have good housekeeping procedures are to be executed to minimize pollutants. Appendix B has additional standard operating procedures utilized to minimize pollutants.

Activities required to have good housekeeping procedures:

- (1) Road, street, sidewalk, and parking lot maintenance and cleaning.

On a regular basis, roads, sidewalks, and parking lots are swept and cleared of significant debris or sediment. Spills are cleaned using approved spill kits and in accordance with good housekeeping standard operating procedures outlined in Appendix B.

During winter months, environmentally friendly deicer, and sand supplied by VDOT are applied when the weather dictates. The type of deicer and amount of deicer is tracked each season, and at the end of each season, the roads are vacuumed to remove any remaining deposits of deicer and sand. In accordance with Part I.E, no deicer containing urea or other forms of nitrogen or phosphorus will be employed at the University.



Additional Standard operating procedures to minimize pollutants in stormwater runoff from bulk storage areas into the MS4 have been developed for implementation and are located in Appendix B.

- (2) Renovation and significant exterior maintenance activities not covered under a separate VSMP construction general permit.

VSU has developed and implements Annual Standards and Specifications for Erosion and Sediment Control and Stormwater Management to prevent stormwater runoff from construction activities on Campus.

All renovation and exterior maintenance activities will adhere by general good housekeeping standard operating procedures, outlined in Appendix B.

- (3) Discharging water pumped from construction and maintenance activities not covered by another permit;

Utility construction and maintenance activities standard operating procedures are not applicable to the University. All water and sewer within the campus are owned and operated by Chesterfield County.

VSU has developed and implements Annual Standards and Specifications for Erosion and Sediment Control and Stormwater Management to prevent stormwater runoff from all other construction activities on Campus.

- (4) Temporary storage of landscaping materials

Standard operating procedures to prevent pollutant discharge into the MS4 from the temporary storage of landscaping materials are located in Appendix B.

All other landscaping work requiring temporary storage will adhere by general good housekeeping standard operating procedures, outlined in Appendix B, and the Nutrient Management Plan.



- (5) Maintenance of municipal-owned or operated vehicles and equipment to prevent pollutant discharge into the MS4 from leaking municipal automobiles and equipment;

Standard operating procedures to prevent pollutant discharge from leaking municipal automobiles and equipment into the MS4 have been developed for implementation and are located in Appendix B.

- (6) Application of materials, including pesticides and herbicides, is conducted in accordance with the manufacturer's recommendations.

Several BMPs are in place to protect water quality with respect to pesticides and herbicides. The Facilities Management grounds staff utilizes a nutrient management plan and requires certified applicators. In addition, integrated pest management practices are required for all pesticide application. All fertilizers, pesticides, and herbicides are located in a standalone chemical storage building on campus. Further, information about pest management practices and research is available through a series of webpages developed by the College of Agriculture.

Additional Standard operating procedures to ensure application of materials is conducted in accordance with the manufacturer's recommendations have been developed for implementation and are located in Appendix B.

- (7) Application of materials, including fertilizers, is conducted in accordance with the manufacturer's recommendations.

Several BMPs are in place to protect water quality with respect to fertilizers. The Facilities Management grounds staff utilizes a nutrient management plan and requires certified applicators. All fertilizers, pesticides, and herbicides are located in a standalone chemical storage building on campus.

Additional Standard operating procedures to ensure application of materials is conducted in accordance with the manufacturer's recommendations have been developed for implementation and are located in Appendix B.



3.0 Additional Standard Operating Procedures

Though VSU currently has several standard operating procedures in place to minimize and prevent pollutant discharges from the campus daily operations, additional procedures have been developed in order to meet all MS4 permit requirements. Refer to Appendix B for VSU's additional standard operating procedures.



4.0 APPENDIX A – Existing Standard Operating Procedures

The following documents are incorporated into the standard operating procedures by reference to supplement those already in this plan.

- Spill Prevention, Control, and Countermeasure Plan (SPCC)
- Oil Discharge Contingency Plan (ODCP)
- Continuity of Operations Plan (COOP)
- Heating Plant Emergency Action Plan
- VSU Safety Manual
- School of Engineering, Science, and Technology Chemical Hygiene Plan (CHP)
- Agricultural Research Station Laboratory Safety Manual



5.0 APPENDIX B – Additional Standard Operating Procedures

5.1 General Good Housekeeping Practices

Purpose: To protect stormwater from pollutants by implementing general good housekeeping practices.

Practices:

- Do not dispose of leaves, grass clippings, tree trimmings, trash, oil, fuel, sediment, or any other pollutant into a storm drain or water body.
- Keep open, exposed areas clean and protected from precipitation.
- Keep equipment, stockpiles, chemicals, paints, etc. covered.
- Post signs and labels in problem areas and areas with hazardous materials.
- Consider additional control measures in conjunction with coverings; including curbing, grading, or elevating materials to divert stormwater run-on and to contain stormwater run-off.
- Identify and label any storm drain inlets at or near the facility to notify employees and contractors not to dispose of any materials or wastes.
- Do not wash down or hose down any outdoor work areas or trash/waste container storage areas except where wash water will only enter the sanitary sewer following treatment.
- Recycle wastes, used oil, solvents, grease rags, wash water, and other spent liquids. Store materials awaiting recycling under cover with secondary containment.
- Install secondary containment devices where appropriate. Secondary controls include curbing, drip pans, basins, sumps, oil/water separators, catch basin inserts, oil pads/skimers, and impervious work areas.
- Use oil/water separators, or other commercially-available devices to eliminate or minimize oil and grease pollution of stormwater runoff.
- Stabilize exposed soil areas to prevent soil from eroding during rain events. This can be done by applying mulch or permanent vegetation that will hold the soils in place.
- Install erosion and sediment controls such as silt fence, inlet protection, and dewatering filter bags during construction and utility maintenance activities.



5.2 Spill/Leak Cleanup

Purpose: To protect stormwater from spilled pollutants by implementing proper spill cleanup procedures and preventative measures.

Practices:

- Do not use water to clean up spills/leaks.
- Do not wash spills/leaks into storm drain or water body.
- Do not leave spill/leak without cleaning it up.
- Stop the source of the spill/leak immediately, if safe to do so.
- Contain any spilled/leaked liquids, if safe to do so.
- Cover the spill with absorbent material such as kitty litter, sawdust, or absorbent pads.
- Sweep up granules and dispose of properly.
- Install control measures on nearby storm drains and water bodies if spill could potentially reach the stormwater systems.
- Position mats to contain leaks from vehicles and equipment until they can be repaired.
- Use secondary containment under or around petroleum and chemical storage containers.



5.3 Parking Lot Maintenance

Purpose: To protect stormwater from trash and debris by properly cleaning and maintaining parking lots through general practices.

Practice:

- Do not hose down parking lots or sidewalks within parking lots.
- Do not sweep trash, sediment, or any other pollutants to or down a storm drain or water body.
- Do not place trash cans or dumpsters near a storm drain or water body.
- Do not place hazardous waste in a dumpster or trash can.
- Do not wash out dumpsters. Return to owner for cleaning at owner's facility. If municipally owned containers must be washed, do so in an approved location where wastewater is either recycled or treated before discharging to the sanitary sewer with approval.
- Locate trash cans or dumpsters on a flat concrete surface that does not drain towards a storm drain or water body.
- Ensure all trash cans and dumpsters within parking lots remain covered and have no leaks.
- Request/use dumpsters with properly plugged drain holes whenever possible.
- Pick up trash and debris and dispose of in covered trash can or dumpster.
- Empty trash cans and dumpsters often. Do not overfill trash cans or dumpsters.
- Provide properly-labeled recycling bins to reduce the amount of garbage disposed.



5.4 Salt/Deicing Application

Purpose: To protect stormwater from salt/deicers and sand by properly storing and applying the materials.

Practice:

- Do not store salt, sand, deicer, or snow near storm drain or water body.
- Do not dispose of salt, sand, deicer, or snow in a storm drain or water body.
- Apply minimal amount of salt, sand, or deicer as needed to be effective.
- When loading salt, sand, or deicer, take care to minimize salt spillage by not exceeding the capacity of equipment (i.e. front end loader, truck bed).
- Operate equipment at low speed for effective spreading.
- Control spread patterns to concentrate material where most effective.
- Consider use of deicing alternatives such as calcium magnesium acetate, potassium acetate, sand, etc. in sensitive areas.
- If using sand, use coarse, clean "washed" sand, which is free of fine particles and dust and easier to clean in the spring.
- Locate salt, sand, or deicer stockpiles on flat, covered, impervious sites that are protected from runoff and divert run-on around stockpile.
- Provide diversion where runoff leaves salt storage area to direct runoff to holding tank or stormwater treatment device.
- Where possible, remove snow manually without use of salt/deicer.
- Do not apply any deicing agent containing urea or other forms of nitrogen or phosphorus.



5.5 Storm Drains

Purpose: To protect stormwater from trash, debris, sediments, oil and grease, solvents, detergents, fertilizers, and other pollutants by routinely inspecting, cleaning, and maintaining storm drain systems.

Practice:

- Do not allow defective storm pipes or structures to go unrepaired.
- Do not discharge contaminated stormwater, storm drain flush water, or surface debris into storm drain or water body.
- Regularly clean storm drain systems, preferably in late winter and early spring. Give priority to areas with relatively flat grades as they rarely achieve high enough flows to flush out stormwater.
- If flushing out pipes, use vactor truck to vacuum up flush water and debris downstream from flush inlet.
- Discharge flush water and debris properly. Debris should be collected and taken to a permitted disposal site and flush water should be discharged to the sanitary sewer with approval.
- Regularly clean storm drain structures by removing trash, sediment, leaves, grass clippings, etc. from the inlet throats, grate tops, and structure sumps. Properly dispose of debris. Do not allow debris to accumulate.
- Use appropriate erosion and sediment control practices when performing repairs.



5.6 Vehicle/Equipment Storage & Maintenance

Purpose: To protect stormwater from solvents, antifreeze, battery acid, motor oil, fuel, grease, brake fluid, metals, and sediment by properly storing and maintaining the vehicles and equipment.

Practice:

- Do not park vehicles or place equipment over, on, or near a storm drain or water body.
- Do not store vehicles or equipment near storm drains or water bodies.
- Do not dispose of fluids in storm drains or water bodies.
- Whenever possible, store vehicles and equipment inside to minimize the potential for pollutant discharge in stormwater runoff. Where indoor storage is not possible, store on paved areas and under a covered facility.
- If storing vehicles and equipment inside, ensure floor drains have been properly connected and do not outfall into storm drain system. If the drain does outfall to a storm drain system, floor drain should be sealed.
- Store drums, tanks, and containers in low-traffic areas and on pallets.
- Store cracked batteries in leak-proof secondary containers.
- Store drip pans and draining boards in designated and marked holding tubs for reuse.
- Store limited amounts of solvents, antifreeze, motor oil, fuel, grease, etc. to prevent surplus or expiration of fluids. Store in a dry controlled area.
- Store salt, sand, or deicer in limited amounts under cover. If stockpiled outdoors, cover with tarp to minimize stormwater runoff and install fabric barrier around to capture polluted runoff.
- Perform all vehicle/equipment maintenance indoors.
- Use drip pans and other containment devices to prevent spills when performing maintenance.
- Move leaking vehicles and equipment indoors or under cover as soon as possible and use a drip pan to contain the leak. If possible, drain the leaking fluid and tag the vehicle/equipment to alert others of the leak.
- Clean equipment prior to placing in storage. Equipment shall be washed in a controlled location.
- Use non-hazardous cleaners when possible.
- Use steam cleaning, pressure washing, or aqueous washers instead of solvents.
- Drain oil filters before disposal or recycling and dispose of properly.
- Pour drip pan fluids in appropriate waste/recycle containers as the first step in clean up after repair work is completed.
- Dispose of or recycle all fluids properly.



5.7 Vehicle/Equipment Fueling

Purpose: To protect stormwater from gasoline and diesel fuel by properly maintaining fueling areas and by properly fueling vehicles and equipment.

Practice:

- Do not fuel vehicle or equipment near storm drain or water body.
- Do not hose down or bury fuel spill.
- Do not “top off” fuel tanks. This will minimize the possibility of spills.
- Use a permitted off-site facility such as a fuel/gas station to refuel vehicles and equipment, whenever possible.
- If refueling onsite, use a designated fueling area. Designated fueling area should contain a spill kit, spill response practices, and a covered garbage can for proper cleanup and disposal of spilled fuel.
- Cover fuel storage tanks whenever possible to prevent polluting stormwater runoff.
- Cover nearby storm drains during loading/transfer of fuel storage tanks.
- Use overflow protection devices on tanks and enclose fuel tanks with secondary containment.
- When fueling small equipment from portable containers, fuel in a designated area away from storm drains and water bodies. Use a funnel to minimize spills.
- Fuel carefully to minimize drips to the ground.
- Use absorbent material under small equipment during fueling to collect any drips, overflow, or leaks.
- For new or remodeled facilities, the fuel-dispensing area should be covered and paved with an impervious surface. The surface should be sloped to prevent ponding and contain a grade break that allows for polluted runoff to drain inward to a contained area and the remaining runoff to be diverted away from the fueling, storage, and disposal area.



5.8 Equipment Washing Areas

Purpose: To protect stormwater from detergents, oils, grease, and heavy metals by properly washing vehicles and equipment.

Practice:

- Do not release vehicle/equipment wash water into a storm drain or water body without prior authorization under a separate VPDES permit.
- Wash all vehicles and equipment in a controlled area (indoors when possible) designed to recycle, collect, or treat wash water prior to approved discharge to the sanitary sewer system.
- Use a commercial car wash for light duty vehicles.
- If washing vehicles/equipment outdoors, install curbs, berms, or dikes around outdoor wash area to control and contain wastewater. If recycling is not feasible, use wet/dry vacuum or vacuum truck to collect wash water and discharge to the sanitary sewer.
- Use drain guards (filter inserts) on nearby storm drain inlets to catch sediments and other pollutants that might enter the storm drains as a result of vehicle washing.
- Avoid detergents whenever possible. If detergents are necessary, a phosphate-free, non-toxic, biodegradable soap is recommended.
- Minimize water use when washing and rinsing.
- Procedure to wash a vehicle that is longer than the vehicle wash rack at the Physical Plant Building:
 - Park the vehicle so that the front half of the vehicle is directly over the vehicle wash rack catch basin
 - Wash and rinse the front half of the vehicle
 - Move the vehicle so the back half of the vehicle is directly over the vehicle wash rack catch basin
 - Wash and rinse the back half of the vehicle
 - This procedure is to ensure that all vehicle wash water enters the wash rack catch basin and that no vehicle wash water spills outside of the vehicle wash rack and enters a nearby storm drain.



5.9 Storage & Disposal of Pesticides & Herbicides

Purpose: To protect stormwater from untreated chemicals by properly storing and disposing of pesticides, herbicides, and fertilizers.

Practice:

- Do not store pesticides, herbicides, and fertilizers near storm drains or water bodies.
- Do not dispose of pesticides, herbicides, and fertilizers near or in storm drains or water bodies.
- Store pesticides, herbicides, and fertilizers in a covered container, off the floor, in a dry location according to the manufacturer's specifications.
- Where possible, store pesticides, herbicides, and fertilizers in an enclosed, controlled area. (i.e. locked storage shed or cabinet)
- Use proper containers for storing chemicals and clearly label.
- Use and clearly label secondary containers.
- Store Safety Data Sheets (SDS) near chemical storage areas.
- Order only the amount needed to prevent surplus or expired chemicals.
- Order chemicals just prior to usage to reduce storage time.
- Use entire order of chemicals to minimize disposal.
- Properly dispose of fertilizers and pesticides according to manufactures specifications and applicable regulations.
- Follow all applicable federal and state regulations for storing pesticides, herbicides, and fertilizers.



5.10 Handling & Application of Pesticides & Herbicides

Purpose: To protect stormwater from untreated chemicals by properly handling and applying pesticides, herbicides, and fertilizers.

Practice:

- Do not apply pesticides, herbicides, and fertilizers before a heavy rainfall.
- Do not dispose of pesticides, herbicides, and fertilizers in storm drains or water bodies.
- Only a Certified Pesticide Applicator may apply pesticides, herbicides, and fertilizers.
- Use proper Personal Protection Equipment (PPE) when handling and applying chemicals.
- All employees handling, mixing, and applying pesticides, herbicides, and fertilizers should be trained on the use of MSDS.
- Mix only enough chemical for immediate use.
- Follow manufacturer's recommendations for handling, mixing, and applying chemicals.
- Follow all federal and state regulations when handling, mixing, and applying pesticides, herbicides, and fertilizers.
- Mix pesticides, herbicides, and fertilizers in designated areas and away from storm drains or water bodies.
- Employees applying pesticides, herbicides, and fertilizers should read the MSDS for each product they use.
- Calibrate application equipment to ensure proper amount of product is applied.
- Use caution when broadcasting product near a waterway or storm drain structure.
- If fertilizer is broadcast or spilled on a sidewalk, street or driveway, sweep up the excess and dispose of properly.
- Promptly cleanup any spills or leakage. Use dry absorbent for liquids and sweep up solid product. Properly dispose of waste. Do not rinse with water.
- Use fertilizers with no phosphorous content.
- Pesticide application equipment should have an emergency shut-off switch.
- Use the least toxic product or method available to do the job.
- Use biodegradable products when available.
- Spot treat problem areas with pesticides rather than treating larger areas.
- Avoid broadcast spraying of pesticides or herbicides.
- Use the granular form of fertilizers, herbicides, and pesticides to minimize application losses. If using liquids, be aware of wind direction to avoid wind drift of chemicals.
- Apply products when ground is not frozen; fertilizer during the fall or spring as needed, pesticides and herbicides only as needed.



5.11 Grounds Maintenance

Purpose: To protect stormwater from organic matter, sediments, nutrients, and other pollutants by using proper mowing and irrigation techniques and by properly disposing of landscape waste.

Practice:

- Do not dispose of leaves, clippings, or compost in storm drain or water body.
- Do not pile leaves, clippings, and compost piles near a storm drain or water body.
- Do not dump gas from lawn mowing equipment, waste, or contaminated water in storm drain or water body.
- Do not refuel or change mower oil near storm drains.
- Mow only as low as needed for the area's intended use. Where possible, mow once or twice a year to allow for meadow growth.
- Use a bag to catch grass clippings and appropriately dispose of clippings.
- Water at appropriate times (no rain in forecast and cooler time of day) and do not overwater. Overwatering can result in excess runoff.
- If used for composting, use appropriate compost bin away from storm sewer or water body.
- If temporary stockpile is necessary, cover leaves, clippings, and compost piles with tarp or enclose with a barrier so that runoff does not enter storm drain system or water body.
- All landscape waste will be collected for pickup by a contractor for off-site composting.



5.12 Exterior Renovation and Maintenance Activities

Purpose: To protect stormwater from pollutants which may be introduced to water in the process of renovating or maintaining exterior surfaces for exterior renovations and maintenance not covered under a separate VSMP construction general permit.

Practice:

- Renovation which disturbs land must utilize inlet protection and appropriate erosion and sediment control to prevent sediment-laden water from entering storm drains.
- If sections of the site which have been disturbed will not be disturbed again for 14 days, temporary seeding, matting, mulching, or other appropriate erosion control measures should be applied to prevent rainfall from causing erosion.
- Renovation sites should be kept clean and free of debris to prevent debris from entering storm drains.
- Materials required for renovation work, such as concrete, fertilizer, grout, etc should be protected from rain by being stored under cover and promptly returned to their appropriate storage location on campus once they are no longer necessary for renovation in order to prevent contaminants from entering storm drains.
- Renovation or maintenance which would remove or disturb hazardous materials that could enter waterways (e.g. old paints containing heavy metals) should dispose of contaminated materials properly and prevent contamination of stormwater with hazardous waste. If contamination occurs, water should be completely contained on site and disposed of according to hazardous waste regulations.
- Runoff from washing surfaces with only clear water should be directed to a grass or vegetated area where it can be absorbed into the soil without causing localized erosion.
- Inlet protection should be utilized in the event power washing is being utilized to wash mud from a surface to prevent sediment-laden water from entering storm drains.
- Avoid cleaning chemicals whenever possible. If cleaning chemicals or detergents must be used, all wastewater should be completely contained and disposed of either into a sanitary sewer or offsite. Wastewater must have a pH between 6-9 to be disposed of in the sanitary sewer. If wastewater is outside of these parameters, pH adjustment may be performed or the wastewater can be disposed of at a permitted disposal facility offsite.



5.13 Water Disposal from Dewatering Activities

Purpose: To protect stormwater from contaminants which may be present in pumped water depending on its source.

Practice:

- Visually inspect water to be removed to determine if there are visible pollutants in the water to be pumped and potential sources of those pollutants.
- If there is no reason to suspect the water has become contaminated (as determined by visual inspection and lack of potential sources of pollution), clear water can be pumped into a nearby grassed or vegetated area to infiltrate and must not cause localized erosion.
- If there is no suitable vegetated areas to discharge OR water is suspected to have chemical, or biological contamination, proper disposal options should be evaluated. Proper disposal options could include discharging water to a sanitary sewer if the pH is between 6-9 or the water can be treated to achieve a pH between 6-9, or hauling it off-site to a permitted disposal facility.
- Sediment-laden water may be allowed to settle to remove suspended solids prior to dewatering. Once water is clear, it can be pumped into a nearby grassed or vegetated area to infiltrate and must not cause localized erosion.
- Sediment-laden water that needs to be removed immediately must be pumped through an appropriately sized sediment bag following manufacturer's specifications for discharge volumes. Discharge from sediment bag should be directed into a vegetated area wherever possible but may be discharged into stormwater conveyances after passing through the sediment bag if necessary.
- If using a sediment bag, the bag should be regularly inspected during pumping operations to make sure that it is functioning properly and has not become clogged. If muddy water is being released from the sediment bag, it must be augmented to minimize impacts from the discharge. Options include installing silt fence and/or straw bales around the bag or placing the bag on a gravel pad.
- Reference the DEQ Stormwater Handbook, measure C-SCM-10 Dewatering Structure, for more detailed advice and direction.



Appendix G Training Plan



Training Plan

As of June 30, 2014, the University has established the following training schedule and program for appropriate employees:

Facilities Management staff will be trained in accordance with the following schedule and training program, including the following elements required by the permit that are applicable to the University's MS4 area:

The University will provide biennial training to applicable field personnel in the recognition and reporting of illicit discharges.

The University will provide biennial training to applicable employees in good housekeeping and pollution prevention practices that are to be employed during road, street, and parking lot maintenance.

The University will provide biennial training to applicable employees in good housekeeping and pollution prevention practices that are to be employed in and around maintenance and public works facilities.

The University will ensure that employees and contractors who apply pesticides and herbicides are properly trained or certified in accordance with the Virginia Pesticide Control Act.

The University shall ensure that applicable employees obtain the appropriate certifications as required under the Virginia Erosion and Sediment Control Law and its attendant regulations.

The University will provide biennial training to applicable employees in good housekeeping and pollution prevention practices that are to be employed in and around recreational facilities.

The appropriate emergency spill response employees will have training in emergency spill response.

The University will keep documentation on each training event including the training date, the number of employees attending the training, and the objective of the training for a period of 3 years after each training event.



Appendix H

Source Controls



Site Specific BMP Inspection Procedures and Maintenance

The effectiveness of BMPs and Pollution Prevention measures depend on consistent inspection and routine maintenance. The General VPDES Permit for discharges of stormwater from Small Municipal Separate Storm Sewer Systems (MS4 Permit) states that an inspection and maintenance schedule for source control BMPs shall be included in each SWPPP. The inspection and maintenance schedule shall be evaluated and modified as necessary to accurately reflect the changing conditions on site. At a minimum, BMP inspections shall:

- Occur at least once annually;
- Include a visual inspection, and documentation of deficiencies, for all structural and non-structural BMPs and Pollution Prevention measures;
- Address any follow up maintenance activities/corrective action that may be needed;
- Include BMP specific comments that help define any reoccurring maintenance activities or routine maintenance issues (i.e. BMP is filled with trash and sediment, BMP has an oily sheen on surface, etc.)
- Include photo documentation that illustrates BMP locations, identified deficiencies, and SWPPP implementation progress;
- Be documented in an Inspection Report, as specified by the MS4 Program Plan and documented in each MS4 Annual Report.

Maintenance ensures that each specific BMP is functioning to its proper design standards. Maintenance should be addressed as a holistic task that encompasses preventative, routine, and irregular (non-routine) maintenance activities. BMP maintenance should adhere to the following parameters:

- All BMPs should follow any applicable long term maintenance plan and schedule;
- If a long term maintenance plan has not been developed, or is not available for a particular BMP, maintenance should be addressed on an “as needed” basis; and,
- All maintenance activities should be logged in the Source Control Inspection Log, provided on page v of this plan.

Following the source control inspections and maintenance documentation, any revisions to the SWPPP, if needed, are to be completed within 90 days.

Virginia State University has an active BMP inspection program implemented according to their MS4 Program Plan. See the current Program Plan and Annual Reports for details and records.



Appendix I

Discharge, Release, or Spill Records

FACILITY SPILL, RELEASE, or DISCHARGE REPORT

Site Name: _____

Date of Incident: _____ Site Manager: _____

Description of Incident: _____

Cause of Incident: _____

Volume of Spill/Release/Discharge: _____

Length of Time Spill/Release/Discharge Continued: _____

Expected Length of Time Spill/Release/Discharge will Continue: _____

Expected Total Volume if Spill/Release/Discharge Continues: _____

Method of Cleanup: _____

Measures Recommended to Avoid Similar Future Incident: _____

Reporting Required (Y/N): _____ Reported to: _____

Date/time: _____ Phone Number: _____



Appendix J
Annual Comprehensive Site Compliance
Evaluation Form and Checklist



Annual Comprehensive Site Compliance Evaluation Procedures

An Annual Comprehensive Site Compliance Evaluation ensures that significant changes in facilities or facility activities are identified and then reflected in the site SWPPP. The Annual Site Evaluation shall include the following tasks:

- Visual inspection of all potential pollutant sources that may enter the stormwater drainage system via both stormwater or non-stormwater discharges;
- A review and assessment of all BMPs and Pollution Prevention/Good Housekeeping measures to determine whether they are adequate and properly implemented, or whether additional practices or measures are needed; and
- Visual inspection of all equipment needed to implement the SWPPP, such as spill response equipment, drip pans, brooms or vacuum sweepers, or containers used for absorbents.

The Annual Comprehensive Site Compliance Evaluation shall be documented with the following information:

- Identification of personnel performing the evaluation;
- The date(s) of the evaluation;
- Findings of the evaluation;
- Recommended modifications of the SWPPP;
- Schedule for implementing SWPPP revisions; and,
- Any incidents of non-compliance and the corrective action taken.

Following the evaluation, any revisions to the SWPPP, if needed, shall be completed within 90 days. The Comprehensive Site Compliance Evaluation Form and Evaluation Checklist can be found in this Appendix. Completed inspections should be kept at the back of this Appendix. The log on page iv should be used to track Annual Evaluations and document any revisions made.

Phase II MS4 General Permit - SWPPP
Site Evaluation Checklist

Facility: Virginia State University

Date:

| Check each activity present on site. If present, complete each checklist row for that specific activity | | | |
|--|--------------------------|--------------------------|--------------------------|
| Vehicle/Equipment - Fueling: <input type="checkbox"/> Yes <input type="checkbox"/> No | Yes | No | N/A |
| 1. Fueling area is designed to prevent run on of stormwater and the runoff of spills | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Employees are trained in proper fueling and cleanup procedures | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Absorbent materials are used on small spills rather than hosing down | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Daily inspections performed | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Pump island is inspected regularly for spills and leaks | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vehicle/Equipment - Washing/Steam Cleaning: <input type="checkbox"/> Yes <input type="checkbox"/> No | Yes | No | N/A |
| 1. A designated wash area is used | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The wash area is equipped with a BMP and is connected to a sanitary sewer | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The designated wash area is properly designed | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. The BMP is cleaned regularly | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vehicle/Equipment - Maintenance and Repair: <input type="checkbox"/> Yes <input type="checkbox"/> No | Yes | No | N/A |
| 1. Maintenance is done in a designated area only | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Equipment is kept clean, with no build-up of oil and grease | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Drip pans and containers are used under areas that may drip | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Used oil and oil filters, antifreeze, batteries, fluids, etc. are recycled | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Outdoor Loading/Unloading of Materials: <input type="checkbox"/> Yes <input type="checkbox"/> No | Yes | No | N/A |
| 1. Delivery vehicles are parked so that spills and leaks can be contained | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The loading/unloading dock is covered to reduce exposure of materials to rain | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The loading/unloading area is designed to prevent stormwater run on | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Fork lift operators are properly trained | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Outdoor Container Storage of Materials: <input type="checkbox"/> Yes <input type="checkbox"/> No | Yes | No | N/A |
| 1. Materials are covered to protect from rainfall | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Materials are protected from run on and runoff of stormwater | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Waste dumpsters are covered | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Hazardous materials are stored in a properly designed storage area | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Outdoor Process Equipment Operation and Maintenance: <input type="checkbox"/> Yes <input type="checkbox"/> No | Yes | No | N/A |
| 1. The area is covered with a permanent roof | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Berming and drainage routing is used to minimize contact of stormwater | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The equipment area is swept after each use of machine or at the end of each day | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Outdoor Storage of Raw Materials/Products: <input type="checkbox"/> Yes <input type="checkbox"/> No | Yes | No | N/A |
| 1. The storage area is covered with a roof | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Materials are covered with a temporary plastic covering | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Berms and curbing are used to prevent materials from entering storm drain system | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Parking lots and/or other areas are swept regularly near the material storage area | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



Appendix K

2023-2028 MS4 General Permit

Virginia Administrative Code

Title 9. Environment

Agency 25. State Water Control Board

Chapter 890. Virginia Pollutant Discharge Elimination System (VPDES) General Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4s)

9VAC25-890-40. General permit.

Any MS4 operator whose registration statement is accepted by the department will receive coverage under the following general permit and shall comply with the requirements in this general permit and be subject to all applicable requirements of the Virginia Stormwater Management Program (VSMP) Regulations (9VAC25-870) and the Virginia Pollutant Discharge Elimination System (VPDES) Permit Regulations (9VAC25-31).

General Permit No.: VAR04

Effective Date: November 1, 2023

Expiration Date: October 31, 2028

GENERAL VPDES PERMIT FOR DISCHARGES OF STORMWATER FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS

AUTHORIZATION TO DISCHARGE UNDER THE VIRGINIA STORMWATER MANAGEMENT PROGRAM REGULATIONS, VIRGINIA POLLUTANT DISCHARGE ELIMINATION SYSTEM REGULATIONS, AND THE VIRGINIA STATE WATER CONTROL LAW

In compliance with the provisions of the Clean Water Act, as amended and pursuant to the State Water Control Law and regulations adopted pursuant thereto, permittees of small municipal separate storm sewer systems are authorized to discharge to surface waters within the boundaries of the Commonwealth of Virginia, except those waters specifically named in State Water Control Board regulations that prohibit such discharges.

The authorized discharge shall be in accordance with the registration statement filed with the department, this cover page, Part I - Discharge Authorization and Special Conditions, Part II - TMDL Special Conditions, Part III - DEQ BMP Warehouse Reporting, and Part IV - Conditions Applicable to All State and VPDES Permits, as set forth in this general permit.

Part I

Discharge Authorization and Special Conditions

A. Coverage under this state permit. During the period beginning with the date of coverage under this general permit and lasting until the expiration and reissuance of this state permit, the permittee is authorized to discharge stormwater and those authorized nonstormwater discharges described in 9VAC25-890-20 D in accordance with this state permit from the small municipal separate storm sewer system identified in the registration statement into surface waters within the boundaries of the Commonwealth of Virginia and consistent with 9VAC25-890-30.

B. The permittee shall develop, implement, and enforce an MS4 program designed to reduce the discharge of pollutants from the MS4 to the MEP in accordance with this permit, to protect water quality, and to satisfy the appropriate water quality requirements of the State Water Control Law and its attendant regulations. The permittee shall utilize the legal authority provided by the laws and regulations of the Commonwealth of Virginia to control discharges to and from the MS4. This legal authority may be a combination of statute, ordinance, permit, policy, specific contract language, order, or interjurisdictional agreements. The MS4 program shall include the minimum control measures (MCM) described in Part I E. For the purposes of this permit term, implementation of MCMs in Part I E and the Chesapeake Bay and local TMDL requirements in Part II (as applicable) consistent with the provisions of an iterative MS4 program required pursuant to this general permit constitutes compliance with the standard of reducing pollutants to the MEP, provides adequate progress in meeting water quality standards, and satisfies the appropriate water quality requirements of the State Water Control Law and its attendant regulations.

C. The MS4 program plan.

1. The MS4 program plan shall include, at a minimum, the following written items:

a. The roles and responsibilities of each of the permittee's divisions and departments in the implementation of the requirements of the permit tasked with ensuring that the permit requirements are met;

b. If the permittee utilizes another entity to implement portions of the MS4 program, a copy of the written agreement. The description of each party's roles and responsibilities, including any written agreements with third parties, shall be updated as necessary;

c. For each MCM in Part I E, the following information shall be included:

(1) Each specific requirement as listed in Part I E for each MCM;

(2) A description of the BMPs or strategies that the permittee anticipates will be implemented to demonstrate compliance with the permit conditions in Part I E;

(3) All standard operating procedures or policies necessary to implement the BMPs;

(4) The measurable goal by which each BMP or strategy will be evaluated; and

(5) The persons, positions, or departments responsible for implementing each BMP or strategy; and

d. A list of documents incorporated by reference, including the version and date of the document being incorporated.

2. If the permittee is receiving initial coverage under this general VPDES permit for the discharge of stormwater, the permittee shall:

a. No later than six months following the date of permit coverage, submit to the department a schedule for the development of each component of the MS4 program plan in accordance with Part I C 1 that does not exceed October 31, 2028, unless the department

grants a later date; and

b. Provide to the department a copy of the MS4 program plan upon completion of development.

3. If the permittee was previously covered under the General VPDES Permit for Discharges of Stormwater from MS4 effective November 1, 2018, the permittee shall update the MS4 program plan to meet the requirements of this permit no later than six months after the effective date of this permit unless otherwise specified in another permit condition and shall post the most up-to-date version of MS4 program plan on the permittee's website or location where the MS4 program plan can be obtained as required by Part I E 2 within 30 days of updating the MS4 program plan. Until such time that the MS4 program plan is updated in accordance with Part I E, the permittee shall continue to implement the MS4 program plan in effect at the time that coverage is issued under this general permit.

4. Revisions to the MS4 program plan are expected throughout the life of this permit as part of the iterative process to reduce pollutant loading and protect water quality to the MEP. As such, revisions made in accordance with this permit as a result of the iterative process do not require modification of this permit. The permittee shall summarize revisions to the MS4 program plan as part of the annual report as described in Part I D 3.

5. The permittee may demonstrate compliance with one or more MCM in Part I E through implementation of separate statutory or regulatory programs provided that the permittee's MS4 program plan identifies and fully describes any program that will be used to satisfy one or more of the minimum control measures of Part I E. If the program that the permittee is using requires the approval of a third party, the program shall be fully approved by the third party, or the permittee shall be working toward getting full approval. Documentation of the program's approval status or the progress toward achieving full approval shall be included in the annual report required by Part I D. The permittee shall remain responsible for compliance with the permit requirements if the other entity fails to implement one or more components of the control measures.

6. The permittee may rely on another entity to satisfy the permit requirements to implement a minimum control measure if:

a. The other entity, in fact, implements the control measure;

b. The particular control measure, or component thereof, is at least as stringent as the corresponding permit requirement;

c. The other entity agrees to implement the control measure on behalf of the permittee; and

d. The agreement between the parties is documented in writing and retained by the permittee with the MS4 program plan for as long as the agreement is active.

The permittee shall remain responsible for compliance with requirements of the permit and shall document in the annual reports required in accordance with Part I D that another entity is being relied on to satisfy all or part of the state permit requirements. The permittee shall

provide the information required in Part I D.

7. If the permittee relies on another governmental entity regulated under 9VAC25-870-380 to satisfy all of the state permit obligations, including the obligation to file periodic reports required by Part I D, the permittee must note that fact in the registration statement, but is not required to file the periodic reports. The permittee remains responsible for compliance with the state permit requirements if the other entity fails to implement the control measures or components thereof.

D. Annual reporting requirements.

1. The permittee shall submit an annual report to the department no later than October 1 of each year in a method, (i.e., how the permittee must submit) and format (i.e., how the report shall be laid out) as specified by the department; the required content of the annual report is specified in Part I E and Part II B. The report shall cover the previous year from July 1 to June 30.

2. Following notification from the department of the start date for the required electronic submission of annual reports, as provided for in 9VAC25-31-1020, such forms and reports submitted after that date shall be electronically submitted to the department in compliance with this section and 9VAC25-31-1020. There shall be at least a three-month notice provided between the notification from the department and the date after which such forms and reports must be submitted electronically.

3. The annual report shall include the following general information:

- a. The permittee, system name, and permit number;
- b. The reporting period for which the annual report is being submitted;
- c. A signed certification as per Part IV K;
- d. Each annual reporting item as specified in an MCM in Part I E; and
- e. An evaluation of the MS4 program implementation, including a review of each MCM, to determine the MS4 program's effectiveness and whether or not changes to the MS4 program plan are necessary.

4. For permittees receiving initial coverage under this general VPDES permit for the discharge of stormwater, the annual report shall include a status update on each component of the MS4 program plan being developed. Once the MS4 program plan has been updated to include implementation of a specific MCM in Part I E, the permittee shall follow the reporting requirements established in Part I D 3.

5. For those permittees with requirements established under Part II B, the annual report shall include a status report on the implementation of the local TMDL action plans in accordance with Part II B including any revisions to the plan.

6. For the purposes of this permit, the MS4 program plan, annual reports, the Chesapeake Bay TMDL action plan, and Chesapeake Bay TMDL implementation annual status reports shall be

maintained as separate documents and submitted to the department as required by this permit as separate documents.

E. Minimum control measures.

1. Public education and outreach.

a. The permittee shall implement a public education and outreach program designed to:

- (1) Increase the public's knowledge of how to reduce stormwater pollution, placing priority on reducing impacts to impaired waters and other local water pollution concerns;
- (2) Increase the public's knowledge of hazards associated with illegal discharges and improper disposal of waste, including pertinent legal implications; and
- (3) Implement a diverse program with strategies that are targeted toward individuals or groups most likely to have significant stormwater impacts.

b. The permittee shall identify no fewer than three high-priority stormwater issues to meet the goal of educating the public in accordance with Part I E 1 a. High-priority issues may include the following examples: Chesapeake Bay nutrients, pet wastes, local receiving water impairments, TMDLs, high-quality receiving waters, litter control, BMP maintenance, anti-icing and deicing agent application, planned green infrastructure redevelopment, planned ecosystem restoration projects, and illicit discharges from commercial sites.

c. The high-priority public education and outreach program, as a whole, shall:

- (1) Clearly identify the high-priority stormwater issues;
- (2) Explain the importance of the high-priority stormwater issues;
- (3) Include measures or actions the public can take to minimize the impact of the high-priority stormwater issues; and
- (4) Provide a contact and telephone number, website, or location where the public can find out more information.

d. The permittee shall use two or more of the strategies listed in Table 1 per year to communicate to the target audience the high-priority stormwater issues identified in accordance with Part I E 1 b, including how to reduce stormwater pollution.

| Table 1 Strategies for Public Education and Outreach | |
|---|---|
| Strategies | Examples (provided as examples and are not meant to be all inclusive or limiting) |
| Traditional written materials | Informational brochures, newsletters, fact |

| | |
|------------------------------------|---|
| | <p>sheets, utility bill inserts, or recreational guides for targeted groups of citizens</p> |
| <p>Alternative materials</p> | <p>Bumper stickers, refrigerator magnets, t-shirts, or drink koozies</p> |
| <p>Signage</p> | <p>Temporary or permanent signage in public places or facilities, vehicle signage, bill boards, or storm drain stenciling</p> |
| <p>Media materials</p> | <p>Information disseminated through electronic media, radio, televisions, movie theater, newspaper, or GIS story maps</p> |
| <p>Speaking engagements</p> | <p>Presentations to school, church, industry, trade, special interest, or community groups</p> |
| <p>Curriculum materials</p> | <p>Materials developed for school-aged children, students at local colleges or universities, or extension classes offered to local citizens</p> |
| <p>Training materials</p> | <p>Materials developed to disseminate during workshops offered to local citizens, trade organization, or industrial officials</p> |
| <p>Public education activities</p> | <p>Booth at community fair, demonstration of stormwater control projects, presentation of stormwater materials</p> |

| | |
|-----------------|--|
| | to schools to meet applicable education Standards of Learning or curriculum requirements, or watershed walks |
| Public meetings | Public meetings on proposed community stormwater management retrofits, green infrastructure redevelopment, ecosystem restoration projects, TMDL development, climate change's effects on stormwater management, voluntary residential low impact development, or other stormwater issues |

e. The permittee may coordinate its public education and outreach efforts with other MS4 permittees; however, each permittee shall be individually responsible for meeting all of its state permit requirements.

f. The MS4 program plan shall include:

- (1) A list of the high-priority stormwater issues the permittee will communicate to the public as part of the public education and outreach program;
- (2) The rationale for selection of each high-priority stormwater issue and an explanation of how each education or outreach strategy is intended to have a positive impact on stormwater discharges;
- (3) Identification of the target audience to receive each high-priority stormwater message;
- (4) Nontraditional permittees may identify staff, students, members of the general public, and other users of facilities operated by the permittee as the target audience for education and outreach strategies;
- (5) Traditional permittees may identify staff and students as part of the target audience for education and outreach strategies; however, staff shall not be the majority of the target audience;
- (6) Staff training required in accordance with Part I E 6 d does not qualify as a strategy for public education and outreach;

(7) The strategies from Table 1 of Part I E 1 d to be used to communicate each high-priority stormwater message; and

(8) The anticipated time periods the messages will be communicated or made available to the public.

g. The annual report shall include the following information:

(1) A list of the high-priority stormwater issues the permittee addressed in the public education and outreach program;

(2) A summary of the public education and outreach activities conducted for the report year, including the strategies used to communicate the identified high-priority issues;

(3) A description of any changes in high-priority stormwater issues, including, strategies used to communicate high-priority stormwater issues or target audiences for the public education and outreach plan. The permittee shall provide a rationale for any of these changes ; and

(4) A description of public education and outreach activities conducted that included education regarding climate change.

2. Public involvement and participation.

a. The permittee shall develop and implement procedures for the following:

(1) The public to report potential illicit discharges, improper disposal, or spills to the MS4, complaints regarding land disturbing activities, or other potential stormwater pollution concerns;

(2) The public to provide comments on the permittee's MS4 program plan;

(3) Responding to public comments received on the MS4 program plan ; and

(4) Maintaining documentation of public comments received on the MS4 program and associated MS4 program plan and the permittee's response.

b. No later than three months after this permit's effective date, the existing permittee shall update and maintain the webpage dedicated to the MS4 program and stormwater pollution prevention. The following information shall be posted on this webpage:

(1) The effective MS4 permit and coverage letter;

(2) The most current MS4 program plan or location where the MS4 program plan can be obtained;

(3) The annual report for each year of the term covered by this permit no later than 30 days after submittal to the department;

(4) For permittees whose regulated MS4 is located partially or entirely in the Chesapeake Bay watershed, the most current Chesapeake Bay TMDL action plan or location where the Chesapeake Bay TMDL action plan can be obtained;

(5) For permittees whose regulated MS4 is located partially or entirely in the Chesapeake Bay watershed, the Chesapeake Bay TMDL implementation annual status reports for each year of the term covered by this permit no later than 30 days after submittal to the department;

(6) A mechanism for the public to report potential illicit discharges, improper disposal, or spills to the MS4, complaints regarding land disturbing activities, or other potential stormwater pollution concerns in accordance with Part I E 2 a (1);

(7) Methods for how the public can provide comments on the permittee's MS4 program plan in accordance with Part I E 2 a (2) and if applicable, the Chesapeake Bay TMDL action plan in accordance with Part II A 13; and

(8) Federal and state nontraditional permittees with security policies preventing a MS4 program and stormwater pollution prevention webpage from being publicly accessible may utilize an internal staff accessible webpage such as an intranet webpage to meet the requirements of Part 1 E 2 b.

c. Traditional permittees shall implement no fewer than four activities per year from two or more of the categories listed in Table 2 to provide an opportunity for public involvement to improve water quality and support local restoration and clean-up projects.

d. Nontraditional permittees shall implement, promote, participate in, or coordinate on no fewer than four activities per year from two or more of the categories listed in Table 2 to provide an opportunity for public involvement to improve water quality and support local restoration and clean-up projects.

| Table 2 Public Involvement Opportunities | |
|--|---|
| Public involvement opportunities | Examples (provided as example and are not meant to be all inclusive or limiting) |
| Monitoring | Establish or support citizen monitoring group |
| Restoration | Stream , watershed, shoreline, beach, or park clean-up day, adopt-a-waterway program, tree plantings, and riparian buffer plantings |

| | |
|-------------------------------|--|
| Public education activities | Booth at community fair, demonstration of stormwater control projects, climate change's effects on stormwater management, presentation of stormwater materials to schools to meet applicable education Standards of Learning or curriculum requirements, or watershed walks |
| Public meetings | Public meetings on proposed community stormwater management retrofits, green infrastructure redevelopment, ecosystem restoration projects, TMDL development, voluntary residential low impact development, climate change's effects on stormwater management, or other stormwater issues |
| Disposal or collection events | Household hazardous chemicals collection, vehicle fluids collection |
| Pollution prevention | Adopt-a-storm drain program, implement a storm drain marking |

| | |
|--|---|
| | <p>program, promote use of residential stormwater BMPs, implement pet waste stations in public areas, adopt-a-street program.</p> |
|--|---|

e. The permittee may coordinate the public involvement opportunities listed in Table 2 with other MS4 permittees; however, each permittee shall be individually responsible for meeting all of the permit requirements.

f. The permittee may include staff and students in public participation events; however, the activity cannot solely include or be limited to staff participants with stormwater, groundskeeping, and maintenance duties in order for an event to qualify as a public participation event.

g. Staff training required in accordance with Part I E 6 d does not qualify as a public participation event unless the training activity solicits participation from target audiences beyond staff or contractors with stormwater, groundskeeping, and maintenance duties.

h. The MS4 program plan shall include:

(1) The webpage address where mechanisms for the public to report (i) potential illicit discharges, improper disposal, or spills to the MS4, (ii) complaints regarding land disturbing activities, or (iii) other potential stormwater pollution concerns;

(2) The webpage address that contains the methods for how the public can provide input on the permittee's MS4 program; and

(3) A description of the public involvement activities to be implemented by the permittee, the anticipated time period the activities will occur, and a metric for each activity to determine if the activity is beneficial to water quality. An example of metrics may include the weight of trash collected from a stream cleanup or the number of participants in a hazardous waste collection event.

i. The annual report shall include the following information:

(1) A summary of any public comments on the MS4 program received and how the permittee responded;

(2) A summary of stormwater pollution complaints received under the procedures established in Part I E 2 a (1), excluding natural flooding complaints, and how the permittee responded;

(3) A webpage address to the permittee's MS4 program and stormwater website;

(4) Federal and state nontraditional permittees with security policies preventing the MS4 program and stormwater pollution prevention webpage from being publicly accessible utilizing an internal staff accessible website, such as intranet, shall provide evidence of the

current internal MS4 program and stormwater pollution prevention webpage;

(5) A description of the public involvement activities implemented by the permittee, including any efforts to reach out and engage all economic and ethnic groups;

(6) A description of public education and outreach activities conducted that also included education regarding climate change;

(7) A report of the metric as defined for each activity and an evaluation as to whether or not the activity is beneficial to improving water quality; and

(8) The name of other MS4 permittees with whom the permittee collaborated in the public involvement opportunities.

3. Illicit discharge detection and elimination.

a. The permittee shall develop and maintain an accurate MS4 map and information table as follows:

(1) An updated map of the MS4 owned or operated by the permittee within the MS4 regulated service area no later than 24 months after the permit effective date that includes, at a minimum:

(a) MS4 outfalls discharging to surface waters, except as follows:

(i) In cases where the outfall is located outside of the MS4 permittee's legal responsibility, the permittee may elect to map the known point of discharge location closest to the actual outfall; and

(ii) In cases where the MS4 outfall discharges to receiving water channelized underground, the permittee may elect to map the point downstream at which the receiving water emerges above ground as an outfall discharge location. If there are multiple outfalls discharging to an underground channelized receiving water, the map shall identify that an outfall discharge location represents more than one outfall. This is an option a permittee may choose to use and recognizes the difficulties in accessing outfalls to underground channelized stream conveyances for purposes of mapping, screening, or monitoring;

(b) A unique identifier for each mapped item required in Part I E 3;

(c) The name and location of receiving waters to which the MS4 outfall or point of discharge discharges;

(d) MS4 regulated service area; and

(e) Stormwater management facilities owned or operated by the permittee.

(2) The permittee shall maintain an outfall information table associated with the MS4 map that includes the following information for each outfall or point of discharge for those cases in which the permittee elects to map the known point of discharge in accordance with Part I E 3 a (1) (a). The outfall information table may be maintained as a shapefile attribute table. The outfall information table shall contain the following:

- (a) A unique identifier as specified on the MS4 map;
 - (b) The latitude and longitude of the outfall or point of discharge;
 - (c) The estimated regulated acreage draining to the outfall or point of discharge;
 - (d) The name of the receiving water;
 - (e) The 6th Order Hydrologic Unit Code of the receiving water;
 - (f) An indication as to whether the receiving water is listed as impaired in the Virginia 2022 305(b)/303(d) Water Quality Assessment Integrated Report; and
 - (g) The name of any EPA approved TMDLs for which the permittee is assigned a wasteload allocation.
- (3) No later than 24 months after permit issuance, the permittee shall submit to DEQ, a format file geodatabase or two shapefiles that contain at a minimum:
- (a) A point feature class or shapefile for outfalls with an attribute table containing outfall data elements required in accordance with Part I E 3 a (2); and
 - (b) A polygon feature class or shapefile for the MS4 service area as required in accordance with Part I E 3 a (1) (d) with an attribute table containing the following information:
 - (i) MS4 operator name;
 - (ii) MS4 permit number (VAR04); and
 - (iii) MS4 service area total acreage rounded to the nearest hundredth.
- (4) All file geodatabase feature classes or shapefiles shall be submitted in the following data format standards:
- (a) Point data in NAD83 or WGS84 decimal degrees global positional system coordinates;
 - (b) Data projected in Virginia Lambert Conformal Conic format;
 - (c) Outfall location accuracy shall be represented in decimal degrees rounded to at least the fifth decimal place for latitude and longitude to ensure point location accuracy (e.g., 37.61741, -78.15279); and
 - (d) Metadata that shall provide a description of each feature class or shapefile dataset, units of measure as applicable, coordinate system, and projection.
- (5) No later than October 1 of each year, the permittee shall update the MS4 map and outfall information table to include any new outfalls constructed or TMDLs approved or both during the immediate preceding reporting period.
- (6) The permittee shall provide written notification to any downstream adjacent MS4 of any known physical interconnection established or discovered after the effective date of this permit.
- b. The permittee shall prohibit, through ordinance, policy, standard operating procedures,

or other legal mechanism, to the extent allowable under federal, state, or local law, regulations, or ordinances, unauthorized nonstormwater discharges into the MS4. Nonstormwater discharges or flows identified in 9VAC25-890-20 D 3 shall only be addressed if they are identified by the permittee as a significant contributor of pollutants discharging to the MS4. Flows that have been identified by the department as de minimis discharges are not significant sources of pollutants to surface water.

c. The permittee shall maintain, implement, and enforce illicit discharge detection and elimination (IDDE) written procedures designed to detect, identify, and address unauthorized nonstormwater discharges, including illegal dumping, to the MS4 to effectively eliminate the unauthorized discharge. Written procedures shall include:

(1) A description of the legal authorities, policies, standard operating procedures, or other legal mechanisms available to the permittee to eliminate identified sources of ongoing illicit discharges, including procedures for using legal enforcement authorities.

(2) Dry weather field screening protocols to detect, identify, and eliminate illicit discharges to the MS4. The protocol shall include:

(a) A prioritized schedule of field screening activities and rationale for prioritization determined by the permittee based on such criteria as age of the infrastructure, land use, historical illegal discharges, dumping, or cross connections;

(b) If the total number of MS4 outfalls is equal to or less than 50, a schedule to screen all outfalls annually;

(c) If the total number of MS4 outfalls is greater than 50, a schedule to screen a minimum of 50 outfalls annually such that no more than 50% are screened in the previous 12-month period. The 50% criteria is not applicable if all outfalls have been screened in the previous three years;

(d) The permittee may adopt a risk-based approach to dry weather screening identifying observation points based upon illicit discharge risks upstream of an outfall. Observation points may include points of interconnection, manholes, points of discharge, conveyances, or inlets suspected to have a high likelihood of receiving illicit discharges;

(e) Each observation point screened may be counted as one outfall screening activity equivalent and counted towards the requirements of Part I E 3 c (2) (b) or (2) (c); however, at least 50% of the minimum annual screening events must include outfall screening;

(f) Illicit discharges reported by the public and subsequent investigations may not be counted as screening events; however once the resolution of the investigation and the date the investigation was closed has been documented, an observation point may be established for future screening events; and

(g) A checklist or mechanism to track the following information for dry weather screening events:

(i) The unique identifier for the outfall or observation point;

- (ii) Time since the last precipitation event;
 - (iii) The estimated quantity of the last precipitation event;
 - (iv) Site descriptions (e.g., conveyance type and dominant watershed land uses);
 - (v) Observed indicators of possible illicit discharge events, such as floatables, deposits, stains, and vegetative conditions (e.g., dying or dead vegetation, excessive vegetative growth);
 - (vi) Whether or not a discharge was observed;
 - (vii) If a discharge was observed, the estimated discharge rate and visual characteristics of the discharge (e.g., odor, color, clarity) and the physical condition of the outfall; and
 - (viii) For observation points, the location, downstream outfall unique identifier, and risk factors or rationale for establishing the observation point.
- (3) A timeframe upon which to conduct an investigation to identify and locate the source of any observed unauthorized nonstormwater discharge. Priority of investigations shall be given to discharges of sanitary sewage and those believed to be a risk to human health and public safety. Discharges authorized under a separate VPDES or state permit require no further action under this permit.
- (4) Methodologies to determine the source of all illicit discharges. If the permittee is unable to identify the source of an illicit discharge within six months of beginning the investigation then the permittee shall document that the source remains unidentified. If the observed discharge is intermittent, the permittee shall document that attempts to observe the discharge flowing were unsuccessful.
- (5) Methodologies for conducting a follow-up investigation for illicit discharges that are continuous or that permittees expect to occur more frequently than a one-time discharge to verify that the discharge has been eliminated except as provided for in Part I E 3 c (4);
- (6) A mechanism to track all illicit discharge investigations to document the following:
- (a) The dates that the illicit discharge was initially observed, reported, or both;
 - (b) The results of the investigation, including the source, if identified;
 - (c) Any follow-up to the investigation;
 - (d) Resolution of the investigation; and
 - (e) The date that the investigation was closed.
- d. The MS4 program plan shall include:
- (1) The MS4 map and outfall information table required by Part I E 3 a. The map and outfall information table may be incorporated into the MS4 program plan by reference. The map shall be made available to the department within 14 days upon request;
 - (2) Copies of written notifications of physical interconnections given by the permittee to

other MS4s; and

(3) The IDDE procedures described in Part I E 3 c.

e. The annual report shall include:

(1) A confirmation statement that the MS4 map and outfall information table have been updated to reflect any changes to the MS4 occurring on or before June 30 of the reporting year;

(2) The total number of outfalls and observation points screened during the reporting period as part of the dry weather screening program; and

(3) A list of illicit discharges to the MS4, including spills reaching the MS4 with information as follows:

(a) The location and source of illicit discharge;

(b) The dates that the discharge was observed, reported, or both;

(c) Whether the discharge was discovered by the permittee during dry weather screening, reported by the public, or other method (describe);

(d) How the investigation was resolved;

(e) A description of any follow-up activities; and

(f) The date the investigation was closed.

4. Construction site stormwater runoff and erosion and sediment control.

a. The permittee shall utilize its legal authority, such as ordinances, permits, orders, specific contract language, and interjurisdictional agreements, to address discharges entering the MS4 from regulated construction site stormwater runoff. The permittee shall control construction site stormwater runoff as follows:

(1) If the traditional permittee is a city, county, or town that has adopted a Virginia Erosion and Sediment Control Program (VESCP), the permittee shall implement the VESCP consistent with the Virginia Erosion and Sediment Control Law (§ 62.1-44.15:51 et seq. of the Code of Virginia) and Virginia Erosion and Sediment Control Regulations (9VAC25-840);

(2) If the traditional permittee is a town that has not adopted a VESCP, implementation of a VESCP consistent with the Virginia Erosion and Sediment Control Law (§ 62.1-44.15:51 et seq. of the Code of Virginia) and Virginia Erosion and Sediment Control Regulations (9VAC25-840) by the surrounding county shall constitute compliance with Part I E 4 a; such town shall notify the surrounding county of erosion, sedimentation, or other construction stormwater runoff problems;

(3) If the nontraditional permittee is a state agency; public institution of higher education, including community colleges, colleges, and universities; or federal entity and has developed standards and specifications in accordance with the Virginia Erosion and

Sediment Control Law (§ 62.1-44.15:51 et seq. of the Code of Virginia) and Virginia Erosion and Sediment Control Regulations (9VAC25-840), the permittee shall implement the most recent department approved standards and specifications; or

(4) If the nontraditional permittee is a state agency; public institution of higher education, including community colleges, colleges, and universities; or federal entity and has not developed standards and specifications in accordance with the Virginia Erosion and Sediment Control Law (§ 62.1-44.15:51 et seq. of the Code of Virginia) and Virginia Erosion and Sediment Control Regulations (9VAC25-840), the permittee shall inspect all land disturbing activities as defined in § 62.1-44.15:51 of the Code of Virginia that result in the disturbance of 10,000 square feet or greater, or 2,500 square feet or greater in accordance with areas designated under the Chesapeake Bay Preservation Act, as follows:

(a) During or immediately following initial installation of erosion and sediment controls;

(b) At least once per every two-week period;

(c) Within 48 hours following any runoff producing storm event; and

(d) At the completion of the project prior to the release of any performance bond.

(5) If the nontraditional permittee is a school board or other local government body, the permittee shall inspect those projects resulting in a land disturbance as defined in § 62.1-44.15.51 of the Code of Virginia occurring on lands owned or operated by the permittee that result in the disturbance of 10,000 square feet or greater, 2,500 square feet or greater in accordance with areas designated under the Chesapeake Bay Preservation Act, or in accordance with more stringent thresholds established by the local government, as follows:

(a) During or immediately following initial installation of erosion and sediment controls;

(b) At least once per every two-week period;

(c) Within 48 hours following any runoff producing storm event; and

(d) At the completion of the project prior to the release of any performance bond.

b. The permittee shall require implementation of appropriate controls to prevent nonstormwater discharges to the MS4, such as wastewater, concrete washout, fuels and oils, and other illicit discharges identified during land disturbing activity inspections. The discharge of nonstormwater discharges other than those identified in 9VAC25-890-20 D through the MS4 is not authorized by this state permit.

c. Employees and contractors serving as plan reviewers, inspectors, program administrators, and construction site operators shall obtain the appropriate certifications as required under the Virginia Erosion and Sediment Control Law and its attendant regulations;

d. The permittee's MS4 program plan shall include:

(1) If the permittee implements an erosion and sediment control program for construction site stormwater runoff in accordance with Part I E 4 a (1), the local ordinance citations for

the VESCP program;

(2) If the permittee is a town that does not implement an erosion and sediment control program for construction site stormwater runoff in accordance with Part I E 4 a (2), the county ordinance citations for the VESCP program the town is subject to;

(3) If the permittee implements annual standards and specifications for erosion and sediment control and construction site stormwater runoff in accordance with Part I E 4 a (3):

(a) The most recently approved standards and specifications or if incorporated by reference, the location where the standards and specifications can be viewed; and

(b) A copy of the most recent standards and specifications approval letter from the department;

(4) A description of the legal authorities utilized to ensure compliance with Part I E 4 a for erosion and sediment control and construction site stormwater runoff control, such as ordinances, permits, orders, specific contract language, policies, and interjurisdictional agreements;

(5) For traditional permittees, written inspection procedures to ensure VESCP requirements are maintained in accordance with 9VAC25-840-90 A and onsite erosion and sediment controls are properly implemented in accordance with 9VAC25-840-60 B;

(6) For nontraditional permittees, erosion and sediment control plans or annual standards and specifications shall be approved by the department in accordance with § 62.1-44.15:55 of the Code of Virginia. Compliance with approved erosion and sediment control plans or annual standards and specifications shall be ensured by the permittee with written inspection procedures that at minimum include the following:

(a) An inspection checklist for documenting onsite erosion and sediment control structures and systems are properly maintained and repaired as needed to ensure continued performance of their intended function; and

(b) A list of all associated documents utilized for inspections, including checklists, department approved erosion and sediment control plans, or the most recently department approved annual standards and specifications, and any other documents utilized;

(7) Traditional permittees shall maintain written procedures for requiring VESCP compliance through corrective action or enforcement action in accordance with § 62.1-44.15:58 of the Code of Virginia;

(8) Nontraditional permittees shall maintain written procedures for requiring compliance with department approved erosion and sediment control plans and annual standards and specifications through corrective action or enforcement action to the extent allowable under federal, state, or local law, regulation, ordinance, or other legal mechanisms; and

(9) The roles and responsibilities of each of the permittee's departments, divisions, or subdivisions in implementing erosion and sediment control and construction site

stormwater runoff control requirements in Part I E 4.

e. The annual report shall include the following:

- (1) Total number of erosion and sediment control inspections conducted;
- (2) Total number of each type of compliance action and enforcement action implemented; and
- (3) For nontraditional permittees:
 - (a) A confirmation statement that land disturbing projects that occurred during the reporting period have been conducted in accordance with the current department approved annual standards and specifications for erosion and sediment control; and
 - (b) If any land disturbing projects were conducted without department approved annual standards and specifications, a list of all land disturbing projects that occurred during the reporting period with erosion and sediment control plan approval dates for each project.

5. Post-construction stormwater management for new development and development on prior developed lands.

a. The permittee shall address post-construction stormwater runoff that enters the MS4 from the following land disturbing activities by implementing a post-construction stormwater runoff management program as follows:

- (1) If the traditional permittee is a city, county, or town, with an approved Virginia Stormwater Management Program (VSMP), the permittee shall implement the VSMP consistent with the Virginia Stormwater Management Act (§ 62.1-44.15:24 et seq. of the Code of Virginia) and VSMP Regulations (9VAC25-870) as well as maintain an inspection and maintenance program in accordance with Part I E 5 b and c;
- (2) If the traditional permittee is a town that has not adopted a VSMP, implementation of a VSMP consistent with the Virginia Stormwater Management Act (§ 62.1-44.15:24 et seq. of the Code of Virginia) and VSMP Regulations (9VAC25-870) by the surrounding county shall constitute compliance with Part I E 5 a; such town shall notify the surrounding county of erosion, sedimentation, or other post-construction stormwater runoff problems and maintain an inspection and maintenance program in accordance with Part I E 5 c and d;
- (3) If the traditional permittee is a city, county, or town receiving initial permit coverage during the permit term and must obtain VSMP approval from the department, the permittee shall implement the VSMP consistent with the Virginia Stormwater Management Act (§ 62.1-44.15:24 et seq. of the Code of Virginia) and VSMP Regulations (9VAC25-870) as well as develop an inspection and maintenance program in accordance with Part I E 5 b and c no later than 60 months after receiving permit coverage;
- (4) If the nontraditional permittee is a state agency; public institution of higher education, including community colleges, colleges, and universities; or federal entity and has not developed standards and specifications in accordance with the Virginia Stormwater Management Act (§ 62.1-44.15:24 et seq. of the Code of Virginia) and VSMP Regulations

(9VAC25-870), the permittee shall implement the most recent department approved standards and specifications and maintain an inspection and maintenance program in accordance with Part I E 5 b;

(5) If the nontraditional permittee is a state agency; public institution of higher education, including community colleges, colleges, and universities; or federal entity, and has not developed standards and specifications in accordance with the Virginia Stormwater Management Act (§ 62.1-44.15:24 et seq. of the Code of Virginia) and VSMP Regulations (9VAC25-870), the permittee shall implement a post-construction stormwater runoff control program through compliance with 9VAC25-870 and with the implementation of a maintenance and inspection program consistent with Part I E 5 b no later than 60 months after receiving permit coverage; or

(6) If the nontraditional permittee is a school board or other local government body, the permittee shall implement a post-construction stormwater runoff control program through compliance with 9VAC25-870 or in accordance with more stringent local requirements, if applicable, and with the implementation of a maintenance and inspection program consistent with Part I E 5 b.

b. The permittee shall implement an inspection and maintenance program for those stormwater management facilities owned or operated by the permittee as follows:

(1) Within six months of the permit effective date, the permittee shall develop and maintain written inspection and maintenance procedures in order to ensure adequate long-term operation and maintenance of its stormwater management facilities. The permittee may use inspection and maintenance specifications available from the Virginia Stormwater BMP Clearinghouse or inspection and maintenance plans developed in accordance with the department's Stormwater Local Assistance Fund (SLAF) guidelines;

(2) Employees and contractors implementing the stormwater program shall obtain the appropriate certifications as required under the Virginia Stormwater Management Act and its attendant regulations;

(3) The permittee shall inspect stormwater management facilities owned or operated by the permittee no less frequently than once per year. The permittee may choose to implement an alternative schedule to inspect these stormwater management facilities based on facility type and expected maintenance needs provided that the alternative schedule and rationale is included in the MS4 program plan. The alternative inspection frequency shall be no less often than once per five years; and

(4) If during the inspection of the stormwater management facility conducted in accordance with Part I E 5 b (2), it is determined that maintenance is required, the permittee shall conduct the maintenance in accordance with the written procedures developed under Part I E 5 b (1).

c. For traditional permittees described in Part I E 5 a (1) , (2), or (3), the permittee shall:

(1) Implement an inspection and enforcement program for stormwater management

facilities not owned by the permittee (i.e., privately owned) that includes:

(a) An inspection frequency of no less often than once per five years for all privately owned stormwater management facilities that discharge into the MS4; and

(b) Adequate long-term operation and maintenance by the owner of the stormwater management facility by requiring the owner to develop and record a maintenance agreement, including an inspection schedule to the extent allowable under state or local law or other legal mechanism;

(2) Utilize its legal authority for enforcement of the maintenance responsibilities in accordance with 9VAC25-870-112 if maintenance is neglected by the owner;

(3) The permittee may develop and implement a progressive compliance and enforcement strategy provided that the strategy is included in the MS4 program plan;

(4) The permittee may utilize the inspection reports provided by the owner of a stormwater management facility as part of an inspection and enforcement program in accordance with 9VAC25-870-114 C.

d. The MS4 program plan shall include:

(1) If the permittee implements a VSMP in accordance with Part I E 5 a (1) , (2), or (3):

(a) A copy of the VSMP approval letter issued by the department;

(b) Written inspection procedures and all associated documents utilized in the inspection of privately owned stormwater management facilities; and

(c) Written procedures for compliance and enforcement of inspection and maintenance requirements for privately owned stormwater management facilities;

(2) If the permittee implements a post-development stormwater runoff control program in accordance with Part I E 5 a (4):

(a) The most recently approved standards and specifications or if incorporated by reference, the location where the standards and specifications can be viewed; and

(b) A copy of the most recent standards and specifications approval letter from the department;

(3) A description of the legal authorities utilized to ensure compliance with Part I E 5 a for post-construction stormwater runoff control such as ordinances (provide citation as appropriate), permits, orders, specific contract language, and interjurisdictional agreements;

(4) Written inspection and maintenance procedures and other associated template documents utilized during inspection and maintenance of stormwater management facilities owned or operated by the permittee; and

(5) The roles and responsibilities of each of the permittee's departments, divisions, or subdivisions in implementing the post-construction stormwater runoff control program.

e. The annual report shall include the following information:

(1) If the traditional permittee implements a VSMP in accordance with Part I E 5 a (1) , (2), or (3):

(a) The number of privately owned stormwater management facility inspections conducted; and

(b) The number of enforcement actions initiated by the permittee to ensure long-term maintenance of privately owned stormwater management facilities including the type of enforcement action;

(2) Total number of inspections conducted on stormwater management facilities owned or operated by the permittee;

(3) A description of the significant maintenance, repair, or retrofit activities performed on the stormwater management facilities owned or operated by the permittee to ensure it continues to perform as designed. This does not include routine activities such as grass mowing or trash collection;

(4) For traditional permittees as specified in Part I E 5 a (1), a confirmation statement that the permittee submitted stormwater management facility information through the Virginia Construction Stormwater General Permit database for those land disturbing activities for which the permittee was required to obtain coverage under the General VPDES Permit for Discharges of Stormwater from Construction Activities in accordance with Part III B 1 or a statement that the permittee did not complete any projects requiring coverage under the General VPDES Permit for Discharges of Stormwater from Construction Activities (9VAC25-880);

(5) A confirmation statement that the permittee electronically reported stormwater management facilities using the DEQ BMP Warehouse in accordance with Part III B 1 and 2; and

(6) A confirmation statement that the permittee electronically reported stormwater management facilities inspected using the DEQ BMP Warehouse in accordance with Part III B 5.

6. Pollution prevention and good housekeeping for facilities owned or operated by the permittee within the MS4 service area.

a. The permittee shall maintain and implement written good housekeeping procedures for those activities listed in Part I E 6 b at facilities owned or operated by the permittee designed to meet the following objectives:

(1) Prevent illicit discharges;

(2) Ensure permittee staff or contractors properly dispose of waste materials, including landscape wastes and prevent waste materials from entering the MS4;

(3) Prevent the discharge of wastewater or wash water not authorized in accordance with

9VAC25-890-20 D 3 u, into the MS4 without authorization under a separate VPDES permit; and

(4) Minimize the pollutants in stormwater runoff.

b. The permittee shall develop and implement written good housekeeping procedures that meet the objectives established in Part I E 6 a for the following activities:

(1) Road, street, sidewalk, and parking lot maintenance and cleaning:

(a) Within 24 months of permit issuance, permittees that apply anti-icing and deicing agents shall update and implement procedures in accordance with Part I E to include implementation of best management practices for anti-icing and deicing agent application, transport, and storage;

(b) Procedures developed in accordance with Part I E shall prohibit the application of any anti-icing or deicing agent containing urea or other forms of nitrogen or phosphorus;

(2) Renovation and significant exterior maintenance activities (e.g., painting, roof resealing, and HVAC coil cleaning) not covered under a separate VSMP construction general permit. The permittee shall develop and implement procedures no later than 36 months after permit issuance;

(3) Discharging water pumped from construction and maintenance activities not covered by another permit covering such activities;

(4) Temporary storage of landscaping materials;

(5) Maintenance of permittee owned or operated vehicles and equipment (i.e., prevent pollutant discharges from leaking permittee vehicles and equipment);

(6) Application of materials, including pesticides and herbicides shall not exceed manufacturer's recommendations; and

(7) Application of fertilizer shall not exceed maximum application rates established by applicable nutrient management plans. For areas not covered under nutrient management plans where fertilizer is applied, application rates shall not exceed manufacturer's recommendations.

c. The permittee shall require through the use of contract language, training, written procedures, or other measures within the permittee's legal authority that contractors employed by the permittee and engaging in activities described in Part I E 6 b follow established good housekeeping procedures and use appropriate control measures to minimize the discharge of pollutants to the MS4.

d. The written procedures established in accordance with Part I E 6 a and b shall be utilized as part of the employee training program , and the permittee shall develop a written training plan for applicable field personnel that ensures the following:

(1) Applicable field personnel shall receive training in the prevention, recognition, and elimination of illicit discharges no less often than once per 24 months;

(2) Employees performing road, street, sidewalk, and parking lot maintenance shall receive training in good housekeeping procedures required under Part I E 6 b (1) no less often than once per 24 months;

(3) Employees working in and around facility maintenance, public works, or recreational facilities shall receive training in applicable Part I E 6 a and b good housekeeping procedures required no less often than once per 24 months;

(4) Employees working in and around high-priority facilities with a stormwater pollution prevention plan (SWPPP) shall receive training in applicable site specific SWPPP procedures no less often than once per 24 months;

(5) Employees whose duties include emergency spill control and response shall be trained in spill control and response. Emergency responders, such as firefighters and law-enforcement officers, trained on the handling of spill control and response as part of a larger emergency response training shall satisfy this training requirement and be documented in the training plan; and

(6) Employees and contractors hired by the permittee who apply pesticides and herbicides shall be trained and certified in accordance with the Virginia Pesticide Control Act (§ 3.2-3900 et seq. of the Code of Virginia). Certification by the Virginia Department of Agriculture and Consumer Services (VDACS) Pesticide and Herbicide Applicator program shall constitute compliance with this requirement. Contracts for the application of pesticide and herbicides executed after the effective date of this permit shall require contractor certification.

e. The permittee shall maintain documentation of each training activity conducted by the permittee to fulfill the requirements of Part I E 6 d for a minimum of three years after training activity completion. The documentation shall include the following information:

(1) The date when applicable employees have completed the training activity;

(2) The number of employees who have completed the training activity; and

(3) The training objectives and good housekeeping procedures required under Part I E 6 a covered by training activity.

f. The permittee may fulfill the training requirements in Part I E 6 d, in total or in part, through regional training programs involving two or more MS4 permittees; however, the permittee shall remain responsible for ensuring compliance with the training requirements.

g. Within 12 months of permit coverage, the permittee shall identify any new high-priority facilities located in expanded 2020 census urban areas with a population of at least 50,000.

h. Within 36 months of permit coverage, the permittee shall implement SWPPPs for high-priority facilities meeting the conditions of Part I E 6 i and which are located in expanded 2020 census urban areas with a population of at least 50,000.

i. The permittee shall maintain and implement a site specific SWPPP for each high-priority facility as defined in 9VAC25-890-1 that does not have or require separate VPDES permit

coverage, and which any of the following materials or activities occur and are expected to have exposure to stormwater resulting from rain, snow, snowmelt, or runoff:

- (1) Areas where residuals from using, storing, or cleaning machinery or equipment remain and are exposed to stormwater;
- (2) Materials or residuals on the ground or in stormwater inlets from spills or leaks;
- (3) Material handling equipment;
- (4) Materials or products that would be expected to be mobilized in stormwater runoff during loading or unloading or transporting activities (e.g., rock, salt, fill dirt);
- (5) Materials or products stored outdoors (except final products intended for outside use where exposure to stormwater does not result in the discharge of pollutants);
- (6) Materials or products that would be expected to be mobilized in stormwater runoff contained in open, deteriorated, or leaking storage drums, barrels, tanks, and similar containers;
- (7) Waste material except waste in covered, nonleaking containers (e.g., dumpsters);
- (8) Application or disposal of process wastewater (unless otherwise permitted); or
- (9) Particulate matter or visible deposits of residuals from roof stacks, vents, or both not otherwise regulated (i.e., under an air quality control permit) and evident in the stormwater runoff.

j. Each SWPPP as required in Part I E 6 g shall include the following:

- (1) A site description that includes a site map identifying all outfalls, direction of stormwater flows, existing source controls, and receiving water bodies;
- (2) A description and checklist of the potential pollutants and pollutant sources;
- (3) A description of all potential nonstormwater discharges;
- (4) A description of all structural control measures, such as stormwater management facilities and other pollutant source controls, applicable to SWPPP implementation (e.g., permeable pavement or oil-water separators that discharge to sanitary sewer are not applicable to the SWPPP), such as oil-water separators, and inlet protection designed to address potential pollutants and pollutant sources at risk of being discharged to the MS4;
- (5) A maintenance schedule for all stormwater management facilities and other pollutant source controls applicable to SWPPP implementation described in Part I E 6 h (4);
- (6) Site specific written procedures designed to reduce and prevent pollutant discharge that incorporate by reference applicable good housekeeping procedures required under Part I E 6 a and b;
- (7) A description of the applicable training as required in Part I E 6 d (4);
- (8) An inspection frequency of no less often than once per year and maintenance

requirements for site specific source controls. The date of each inspection and associated findings and follow-up shall be logged in each SWPPP;

(9) A log of each unauthorized discharge, release, or spill incident reported in accordance with Part IV G including the following information:

(a) Date of incident;

(b) Material discharged, released, or spilled; and

(c) Estimated quantity discharged, released, or spilled;

(10) A log of modifications to the SWPPP made as the result of any unauthorized discharge, release, or spill in accordance Part I E 6 j or changes in facility activities and operation requiring SWPPP modification; and

(11) The point of contact for SWPPP implementation.

k. No later than June 30 of each year, the permittee shall annually review any high-priority facility owned or operated by the permittee for which an SWPPP has not been developed to determine if the facility meets any of the conditions described in Part I E 6 g. If the facility is determined to need an SWPPP, the permittee shall develop an SWPPP meeting the requirements of Part I E 6 h no later than December 31 of that same year. The permittee shall maintain a list of all high-priority facilities owned or operated by the permittee not required to maintain an SWPPP in accordance with Part I E 6 g and this list shall be available upon request.

l. The permittee shall review the contents of any site specific SWPPP no later than 30 days after any unauthorized discharge, release, or spill reported in accordance with Part IV G to determine if additional measures are necessary to prevent future unauthorized discharges, releases, or spills. If necessary, the SWPPP shall be updated no later than 90 days after the unauthorized discharge.

m. The SWPPP shall be kept at the high-priority facility and utilized as part of employee SWPPP training required in Part I E 6 d (4). The SWPPP and associated documents may be maintained as a hard copy or electronically as long as the documents are available to employees at the applicable site.

n. If activities change at a facility such that the facility no longer meets the definition of a high-priority facility , the permittee may remove the facility from the list of high-priority facilities with a high potential to discharge pollutants.

o. If activities change at a facility such that the facility no longer meets the criteria requiring SWPPP coverage as described in Part I E 6 g, the permittee may remove the facility from the list of high-priority facilities that require SWPPP coverage.

p. The permittee shall maintain and implement turf and landscape nutrient management plans that have been developed by a certified turf and landscape nutrient management planner in accordance with § 10.1-104.2 of the Code of Virginia on all lands owned or operated by the permittee where nutrients are applied to a contiguous area greater than

one acre. If nutrients are being applied to achieve final stabilization of a land disturbance project, application shall follow the manufacturer's recommendations.

q. Within 12 months of permit coverage, the permittee shall identify contiguous areas greater than one acre located in expanded 2020 census urban areas with population of at least 50,000 and within the permittee's MS4 service area requiring turf and landscape nutrient management plans.

r. Within 36 months of permit coverage, the permittee shall implement turf and landscape nutrient management plans on contiguous areas greater than one acre located in expanded 2020 census urban areas with a population of least 50,000 and within the permittee's MS4 service area.

s. If nutrients are being applied to achieve final stabilization of a land disturbance project, application shall follow the manufacturer's recommendations. For newly established turf where nutrients are applied to a contiguous area greater than one acre, the permittee shall implement a nutrient management plan no later than six months after the site achieves final stabilization.

t. Nutrient management plans developed in accordance with Part I E 6 n shall be submitted to the Department of Conservation and Recreation (DCR) for approval.

u. Nutrient management plans that are expired as of the effective date of this permit shall be submitted to DCR for renewal within six months after the effective date of this permit. Thereafter, all nutrient management plans shall be submitted to DCR at least 30 days prior to nutrient management plan expiration. Within 36 months of permit coverage, no nutrient management plans maintained by the permittee in accordance with Part I E 6 n shall be expired due to DCR documented noncompliance with 4VAC50-85-130 provided to the permittee.

v. Nutrient management plans may be maintained as a hard copy or electronically as long as the documents are available to employees at the applicable site.

w. Nontraditional permittees with lands regulated under § 10.1-104.4 of the Code of Virginia, including state agencies, state colleges and universities, and other state government entities, shall continue to implement turf and landscape nutrient management plans in accordance with this statutory requirement.

x. The MS4 program plan shall include:

(1) A list of written good housekeeping procedures for the operations and maintenance activities as required by Part I E 6 a and b;

(2) A list of all high-priority facilities owned or operated by the permittee required to maintain an SWPPP in accordance with Part I E 6 g that includes the facility name, facility location, and the location of the SWPPP hardcopy or electronic document being maintained. The SWPPP for each high-priority facility shall be incorporated by reference;

(3) A list of locations for which turf and landscape nutrient management plans are required

in accordance with Part I E 6 n and s, including the following information:

- (a) The total acreage covered by each nutrient management plan;
- (b) The DCR approval date and expiration date for each nutrient management plan;
- (c) The location of the nutrient management plan hardcopy or electronic document being maintained;
- (4) A summary of mechanisms the permittee uses to ensure contractors working on behalf of the permittees implement the necessary good housekeeping and pollution prevention procedures, and stormwater pollution plans as appropriate; and
- (5) The written training plan as required in Part I E 6 d.

y. The annual report shall include the following:

- (1) A summary of any written procedures developed or modified in accordance with Part I E 6 a and b during the reporting period;
- (2) A confirmation statement that all high-priority facilities were reviewed to determine if SWPPP coverage is needed during the reporting period;
- (3) A list of any new SWPPPs developed in accordance Part I E 6 i during the reporting period;
- (4) A summary of any SWPPPs modified in accordance with Part I E 6 j, 6 l, or 6 m;
- (5) The rationale of any high-priority facilities delisted in accordance with Part I E 6 l or m during the reporting period;
- (6) The status of each nutrient management plan as of June 30 of the reporting year (e.g., approved, submitted and pending approval, and expired);
- (7) A list of the training activities conducted in accordance with Part I E 6 d, including the following information:
 - (a) The completion date for the training activity;
 - (b) The number of employees who completed the training activity; and
 - (c) The objectives and good housekeeping procedures covered by the training activity.

Part II

TMDL Special Conditions

A. Chesapeake Bay TMDL special condition.

1. The Commonwealth in its Phase I , Phase II, and Phase III Chesapeake Bay TMDL Watershed Implementation Plans (WIPs) committed to a phased approach for MS4s, affording MS4 permittees up to three full five-year permit cycles to implement necessary reductions. This permit is consistent with the Chesapeake Bay TMDL and the Virginia Phase I , Phase II , and Phase III WIPs to meet the Level 2 (L2) scoping run for existing developed lands as it

represents an implementation of an additional 60% of L2 as specified in the Phase I , Phase II, and Phase III WIPs. In combination with the 40% reduction of L2 that has already been achieved, a total reduction no later than October 31, 2028, of 100% of L2 shall be achieved. Conditions of future permits will be consistent with the TMDL or WIP conditions in place at the time of permit issuance.

2. The following definitions apply to Part II of this state permit for the purpose of the Chesapeake Bay TMDL special condition for discharges in the Chesapeake Bay Watershed:

"Existing sources" means pervious and impervious urban land uses served by the MS4 as of June 30, 2009.

"New sources" means pervious and impervious urban land uses served by the MS4 developed or redeveloped on or after July 1, 2009.

"Pollutants of concern" or "POC" means total nitrogen and total phosphorus.

"Transitional sources" means regulated land disturbing activities that are temporary in nature and discharge through the MS4.

3. Reduction requirements for permittees previously covered under the General VPDES Permit for Discharges of Stormwater from MS4 effective November 1, 2018. No later than October 31, 2028, the permittee shall reduce the load of total nitrogen and total phosphorus from existing developed lands served by the MS4 as of June 30, 2009, within the 2010 Census urbanized areas by at least 100% of the Level 2 (L2) Scoping Run Reductions. The 100% reduction is the sum of (i) the first phase reduction of 5.0% of the L2 Scoping Run Reductions based on the lands located within the 2000 Census urbanized areas required by June 30, 2018; (ii) the second phase reduction of at least 35% of the L2 Scoping Run based on lands within the 2000 Census urbanized areas required by June 30, 2023; (iii) the second phase reduction of at least 40% of the L2 Scoping Run, which shall only apply to the additional lands that were added by the 2010 expanded Census urbanized areas required by June 30, 2023; and (iv) the third phase reduction of least 60% of the L2 Scoping Run based on lands within the 2000 and 2010 expanded Census urbanized areas required by October 31, 2028. The required reduction shall be calculated using Tables 3a, 3b, 3c, and 3d as applicable:

| Table 3a Calculation Sheet for Estimating Existing Source Loads and Reduction Requirements for the James River, Lynnhaven, and Little Creek Basins | | | | | | | |
|---|-----------|---------------------------------------|--|---------------------------|--|--|---|
| | | A | B | C | D | E | F |
| Pollutant | Subsource | Loading rate (lbs/ac/yr) ¹ | Existing developed lands as of 6/30/09 served by the MS4 | Load(lbs/yr) ³ | Percentage of MS4 required Chesapeake Bay total L2 loading reduction | 100% cumulative reduction Required by 10/31/2028 (lbs/yr) ⁴ | Sum of 100% cumulative reduction (lb/yr) ⁵ |

| | | | | | | | |
|------------|----------------------------|------|--|--|-------|--|--|
| | | | within the 2010 CUA (acres) ² | | | | |
| Nitrogen | Regulated urban impervious | 9.39 | | | 9% | | |
| | Regulated urban pervious | 6.99 | | | 6% | | |
| Phosphorus | Regulated urban impervious | 1.76 | | | 16% | | |
| | Regulated urban pervious | 0.5 | | | 7.25% | | |
| | | | | | | | |
| | | | | | | | |

¹Edge of stream loading rate based on the Chesapeake Bay Watershed Model Progress Run 5.3.2.

²To determine the existing developed acres required in Column B, permittees should first determine the extent of their regulated service area based on the 2010 Census urbanized area (CUA). Next, permittees will need to delineate the lands within the 2010 CUA served by the MS4 as pervious or impervious as of the baseline date of June 30, 2009.

³Column C = Column A x Column B.

⁴Column E = Column C x Column D .

⁵Column F = The sum of the subsorce cumulative reduction required by 10/31/2028 (lbs/yr) as calculated in Column E.

Table 3b

Calculation Sheet for Estimating Existing Source Loads and Reduction Requirements for the Potomac River Basin

| | | A | B | C | D | E | F |
|-----------|-----------|---------------------------------------|---|----------------------------|--|--|---|
| Pollutant | Subsource | Loading rate (lbs/ac/yr) ¹ | Existing developed lands as of 6/30/09 served by the MS4 within | Load (lbs/yr) ³ | Percentage of MS4 required Chesapeake Bay total L2 loading reduction | 100% cumulative reduction required by 10/31/2028 (lbs/yr) ⁴ | Sum of 100% cumulative reduction (lb/yr) ⁵ |

| | | | | | | | |
|----------------|---------------------------------------|-------|--|--|-------|--|--|
| | | | the 2010 CUA (acres) ² | | | | |
| Nitrogen | Regulate d urban impervio us | 16.86 | | | 9% | | |
| | Regulate d urban pervious | 10.07 | | | 6% | | |
| Phosphor us | Regulate d Urban Impervio us | 1.62 | | | 16% | | |
| | Regulate d urban pervious | 0.41 | | | 7.25% | | |
| | | | | | | | |
| | | | | | | | |

¹Edge of stream loading rate based on the Chesapeake Bay Watershed Model Progress Run 5.3.2

²To determine the existing developed acres required in Column B, permittees should first determine the extent of their regulated service area based on the 2010 Census urbanized area (CUA). Next, permittees will need to delineate the lands within the 2010 CUA served by the MS4 as pervious or impervious as of the baseline date of June 30, 2009.

³Column C = Column A x Column B.

⁴Column E = Column C x Column D .

⁵Column F = The sum of the subsorce cumulative reduction required by 10/31/2028 (lbs/yr) as calculated in Column E.

Table 3c

Calculation Sheet for Estimating Existing Source Loads and Reduction Requirements for the Rappahannock River Basin

| | | A | B | C | D | E | F |
|-----------|---------------|--|---|-----------------------------------|--|---|---|
| Pollutant | Subsour ce | Loadin g rate (lbs/ac/ yr) ¹ | Existin g develop ed lands as of 6/30/09 served by the MS4 within | Load (lbs/ yr) ³ | Percenta ge of MS4 required Chesapea ke Bay total L2 loading reductio n | 100% cumulati ve reductio n Require d by 10/31/20 28 (lbs/yr) ⁴ | Sum of 100% cumulati ve reductio n (lb/yr) ⁵ |

| | | | | | | | |
|----------------|---------------------------------------|------|--|--|-------|--|--|
| | | | the 2010 CUA (acres) ² | | | | |
| Nitrogen | Regulate d urban impervio us | 9.38 | | | 9% | | |
| | Regulate d urban pervious | 5.34 | | | 6% | | |
| Phosphor us | Regulate d urban impervio us | 1.41 | | | 16% | | |
| | Regulate d urban pervious | 0.38 | | | 7.25% | | |
| | | | | | | | |
| | | | | | | | |

¹Edge of stream loading rate based on the Chesapeake Bay Watershed Model Progress Run 5.3.2.

²To determine the existing developed acres required in Column B, permittees should first determine the extent of their regulated service area based on the 2010 Census urbanized area (CUA). Next, permittees will need to delineate the lands within the 2010 CUA served by the MS4 as pervious or impervious as of the baseline date of June 30, 2009.

³Column C = Column A x Column B.

⁴Column E = Column C x Column D .

⁵Column F = The sum of the subsorce cumulative reduction required by 10/31/2028 (lbs/yr) as calculated in Column E.

Table 3d

Calculation Sheet for Estimating Existing Source Loads and Reduction Requirements for the York River and Poquoson Coastal Basin

| | | A | B | C | D | E | F |
|-----------|---------------|--|---|-----------------------------------|--|--|---|
| Pollutant | Subsour ce | Loadin g rate (lbs/ac/ yr) ¹ | Existin g develop ed lands as of 6/30/09 served by the MS4 within | Load (lbs/ yr) ³ | Percenta ge of MS4 required Chesapea ke Bay total L2 loading reductio n | 100% cumulati ve reductio n required by 10/31/20 28 (lbs/yr) ⁴ | Sum of 100% cumulati ve reductio n (lb/yr) ⁵ |

| | | | the 2010 CUA (acres) ² | | | | |
|----------------|---------------------------------------|------|--|--|-------|--|--|
| Nitrogen | Regulate d urban impervio us | 7.31 | | | 9% | | |
| | Regulate d urban pervious | 7.65 | | | 6% | | |
| Phosphor us | Regulate d urban impervio us | 1.51 | | | 16% | | |
| | Regulate d urban pervious | 0.51 | | | 7.25% | | |
| | | | | | | | |
| | | | | | | | |

¹Edge of stream loading rate based on the Chesapeake Bay Watershed Model Progress Run 5.3.2.

²To determine the existing developed acres required in Column B, permittees should first determine the extent of their regulated service area based on the 2010 Census urbanized area (CUA). Next, permittees will need to delineate the lands within the 2010 CUA served by the MS4 as pervious or impervious as of the baseline date of June 30, 2009.

³Column C = Column A x Column B.

⁴Column E = Column C x Column D .

⁵Column F = The sum of the subsorce cumulative reduction required by 10/31/2028 (lbs/yr) as calculated in Column E.

4. No later than October 31, 2028, the permittee shall offset 100% of the increased loads from new sources initiating construction between July 1, 2009, and October 31, 2023, and designed in accordance with 9VAC25-870 Part II C (9VAC25-870-93 et seq.) if the following conditions apply:

- a. The activity disturbed one acre or greater; and
- b. The resulting total phosphorous load was greater than 0.45 lb/acre/year, which is equivalent to an average land cover condition of 16% impervious cover.

The permittee shall utilize Table 4 of Part II A 5 to develop the equivalent pollutant load for new sources of nitrogen meeting the requirements of this condition.

5. No later than October 31, 2028, the permittee shall offset the increased loads from projects grandfathered in accordance with 9VAC25-870-48 that begin construction after July 1, 2014, if the following conditions apply:

- a. The activity disturbs one acre or greater; and
- b. The resulting total phosphorous load was greater than 0.45 lb/acre/year, which is equivalent to an average land cover condition of 16% impervious cover.

The permittee shall utilize Table 4 to develop the equivalent pollutant load for grandfathered sources of nitrogen meeting the requirements of this condition.

| Table 4 Ratio of Phosphorus Loading Rate to Nitrogen Loading Rates for Chesapeake Bay Basins | | |
|---|------------------------------------|----------------------------------|
| Ratio of Phosphorus to Other POCs (Based on All Land Uses 2009 Progress Run) | Phosphorus Loading Rate (lbs/acre) | Nitrogen Loading Rate (lbs/acre) |
| James River Basin, Lynnhaven, and Little Creek Basins | 1.0 | 5.2 |
| Potomac River Basin | 1.0 | 6.9 |
| Rappahannock River Basin | 1.0 | 6.7 |
| York River Basin (including Poquoson Coastal Basin) | 1.0 | 9.5 |

6. Reductions achieved in accordance with the General VPDES Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems effective July 1, 2013, and November 1, 2018, shall be applied toward the total reduction requirements to demonstrate compliance with Part II A 3, A 4, and A 5.

7. 40% of L2 reductions for total nitrogen and total phosphorus shall be maintained by the permittee during the permit term.

8. Reductions shall be achieved in each river basin as calculated in Part II A 3 or for reductions in accordance with Part II A 4 and A 5 in the basin in which the new source or grandfathered

project occurred.

9. Loading and reduction values greater than or equal to 10 pounds calculated in accordance with Part II A 3, A 4, and A 5 shall be calculated and reported to the nearest pound without regard to mathematical rules of precision. Loading and reduction values of less than 10 pounds reported in accordance with Part II A 3, A 4, and A 5 shall be calculated and reported to two significant digits.

10. Reductions required in Part II A 3, A 4, and A 5 shall be achieved through one or more of the following:

- a. BMPs approved by the Chesapeake Bay Program;
- b. BMPs approved by the department; or
- c. A trading program described in Part II A 11.

11. The permittee may acquire and use total nitrogen and total phosphorus credits in accordance with § 62.1-44.19:21 of the Code of Virginia for purposes of compliance with the required reductions in Table 3a, Table 3b, Table 3c, and Table 3d of Part II A 3; Part II A 4; and Part II A 5, provided the use of credits has been approved by the department. The exchange of credits is subject to the following requirements:

- a. The credits are generated and applied to a compliance obligation in the same calendar year;
- b. The credits are generated and applied to a compliance obligation in the same tributary;
- c. The credits are acquired no later than June 1 immediately following the calendar year in which the credits are applied;
- d. No later than June 1 immediately following the calendar year in which the credits are applied, the permittee certifies on an MS4 Nutrient Credit Acquisition Form that the permittee has acquired the credits; and
- e. Total nitrogen and total phosphorus credits shall be either point source credits generated by point sources covered by the Watershed Permit for Total Nitrogen and Total Phosphorus Discharges and Nutrient Trading in the Chesapeake Bay Watershed general permit issued pursuant to § 62.1-44.19:14 of the Code of Virginia or nonpoint source credits certified pursuant to § 62.1-44.19:20 of the Code of Virginia.

12. Chesapeake Bay TMDL action plan requirements.

- a. Permittees applying for initial coverage under this general permit shall submit a draft first phase Chesapeake Bay TMDL action plan to the department no later than October 31, 2028, unless the department grants a later date. The required reduction shall be calculated using Tables 3a, 3b, 3c, and 3d as applicable. The first phase action plan shall achieve a minimum reduction of least 40% of the L2 Scoping Run based on lands within the 2000 and 2010 expanded Census urbanized areas no later than October 31, 2033. The action plan shall include the following information:

- (1) The load and cumulative reduction calculations for each river basin calculated in accordance with Part II A 3, A 4, and A 5 ;
 - (2) The BMPs to be implemented by the permittee to achieve 40% of the reductions calculated in Part II A 13 a:
 - (a) Type of BMP;
 - (b) Project name;
 - (c) Location;
 - (d) Percent removal efficiency for each pollutant of concern; and
 - (e) Calculation of the reduction expected to be achieved by the BMP calculated and reported in accordance with the methodologies established in Part II A 9 for each pollutant of concern;
 - (3) A preliminary schedule for implementation of the BMPs included in the Chesapeake Bay TMDL action plan; and
 - (4) A summary of any comments received as a result of public participation required in Part II A 14, the permittee's response, identification of any public meetings to address public concerns, and any revisions made to Chesapeake Bay TMDL action plan as a result of public participation.
- b. For permittees previously covered under the General VPDES Permit for the Discharge of Stormwater from MS4 effective November 1, 2018, no later than 12 months after the permit effective date, the permittee shall submit a third phase Chesapeake Bay TMDL action plan for the reductions required in Part II A 3, A 4, and A 5 that includes the following information:
- (1) Any new or modified legal authorities, such as ordinances, permits, policy, specific contract language, orders, and interjurisdictional agreements, implemented or needing to be implemented to meet the requirements of Part II A 3, A 4, and A 5.
 - (2) The load and cumulative reduction calculations for each river basin calculated in accordance with Part II A 3, A 4, and A 5.
 - (3) The total reductions achieved as of November 1, 2023, for each pollutant of concern in each river basin.
 - (4) A list of BMPs implemented prior to November 1, 2023, to achieve reductions associated with the Chesapeake Bay TMDL, including:
 - (a) The date of implementation; and
 - (b) The reductions achieved.
 - (5) The BMPs to be implemented by the permittee within 60 months of the effective date of this permit to meet the cumulative reductions calculated in Part II A 3, A 4, and A 5, including as applicable:

- (a) Type of BMP;
 - (b) Project name;
 - (c) Location;
 - (d) Percent removal efficiency for each pollutant of concern;
 - (e) Calculation of the reduction expected to be achieved by the BMP calculated and reported in accordance with the methodologies established in Part II A 9 for each pollutant of concern; and
 - (f) A preliminary schedule for implementation of the BMPs included in the Chesapeake Bay TMDL action plan.
- (6) A summary of any comments received as a result of public participation required in Part II A 13, the permittee's response, identification of any public meetings to address public concerns, and any revisions made to Chesapeake Bay TMDL action plan as a result of public participation.

13. Prior to submittal of the action plan required in Part II A 12 a and b, permittees shall provide an opportunity for public comment for no fewer than 15 days on the additional BMPs proposed in the third phase Chesapeake Bay TMDL action plan .

14. Chesapeake Bay TMDL implementation annual status report.

- a. Permittees previously covered under the General VPDES Permit for Discharges of Stormwater from MS4 effective November 1, 2018, shall submit a Chesapeake Bay TMDL implementation annual status report in a method (i.e., how the permittee must submit) and format (i.e., how the report shall be laid out) as specified by the department no later than October 1 of each year. The report shall cover the previous year from July 1 to June 30.
- b. Following notification from the department of the start date for the required electronic submission of Chesapeake Bay TMDL implementation annual status reports, as provided for in 9VAC25-31-1020, such forms and reports submitted after that date shall be electronically submitted to the department in compliance with 9VAC25-31-1020 and this section. There shall be at least a three-month notice provided between the notification from the department and the date after which such forms and reports must be submitted electronically.
- c. The year two Chesapeake Bay TMDL implementation annual status report shall contain a summary of any public comments on the Chesapeake Bay TMDL action plan received and how the permittee responded.
- d. Each Chesapeake Bay TMDL implementation annual status report shall include the following information:
 - (1) A list of Chesapeake Bay TMDL action plan BMPs, not including annual practices, implemented prior to the reporting period that includes the following information for reported BMP;

- (a) The number of BMPs for each BMP type;
 - (b) The estimated reduction of pollutants of concern achieved by each BMP type and reported in pounds of pollutant reduction per year; and
 - (c) A confirmation statement that the permittee electronically reported Chesapeake Bay TMDL action plan BMPs inspected using the DEQ BMP Warehouse in accordance with Part III B 5.
- (2) A list of newly implemented BMPs including annual practices implemented during the reporting period that includes the following information for each reported BMP or a statement that no BMPs were implemented during the reporting period:
- (a) The BMP type and a description of the location for each BMP;
 - (b) The estimated reduction of pollutants of concern achieved by each BMP and reported in pounds of pollutant reduction per year; and
 - (c) A confirmation statement that the permittee electronically reported BMPs using the DEQ BMP Warehouse in accordance with Part III B 3.
- e. If the permittee acquired credits during the reporting period to meet all or a portion of the required reductions in Part II A 3, A 4, or A 5, a statement that credits were acquired.
- f. Pollutant load reductions generated by annual practices, such as street and storm drain cleaning, shall only be applied to the compliance year in which the annual practice was implemented.
- g. The progress, using the final design efficiency of the BMPs, toward meeting the required cumulative reductions for total nitrogen and total phosphorus.
- h. Any revisions made to the Chesapeake Bay TMDL action plan.
- i. A list of BMPs that are planned to be implemented during the next reporting period.

15. Within 60 months after permit issuance, the permittee shall update the Phase III Chesapeake Bay TMDL action plan to offset the increased loads from new sources initiating construction between July 1, 2009, and October 31, 2023, that are located in the expanded 2020 census urban areas with a population of at least 50,000, and within the permittee's MS4 service area, and designed in accordance with 9VAC25-870 Part II C (9VAC25-870-93 et seq.), if the following conditions apply:

- a. The activity disturbed one acre or greater; and
- b. The resulting total phosphorous load was greater than 0.45 pounds per acre per year, which is equivalent to an average land cover condition of 16% impervious cover.

The permittee shall utilize Table 4 of Part II A 5 to develop the equivalent nitrogen pollutant load for new sources meeting the requirements of this condition.

16. Within 60 months after permit issuance, the permittee shall update the Phase III Chesapeake Bay TMDL action plan to offset the increased loads from projects grandfathered in

accordance with 9VAC25-870-48 that are located in the expanded 2020 census urban areas with a population of least 50,000, and within the permittee's MS4 service area, and began construction after July 1, 2014, if the following conditions apply:

- a. The activity disturbs one acre or greater; and
- b. The resulting total phosphorous load was greater than 0.45 pounds per acre per year, which is equivalent to an average land cover condition of 16% impervious cover.

The permittee shall utilize Table 4 of Part II A 6 to develop the equivalent nitrogen pollutant load for grandfathered sources meeting the requirements of this condition.

B. Local TMDL special condition.

1. Permittees applying for initial coverage under this general permit shall develop a local TMDL action plan designed to reduce loadings for pollutants of concern if the permittee discharges the pollutants of concern to an impaired water for which a TMDL has been approved by the U.S. Environmental Protection Agency (EPA) prior to October 31, 2023, and in which an individual or aggregate wasteload has been allocated to the permittee. The permittee shall develop action plans to meet the conditions of Part II B 4, B 5, B 6, B 7, and B 8 as applicable. Each local TMDL action plan shall be provided to the department no later than October 31, 2028, unless the department grants a later date.

2. Permittees previously covered under the General VPDES Permit for Discharges of Stormwater from MS4 effective November 1, 2018, shall develop and maintain a local TMDL action plan designed to reduce loadings for pollutants of concern if the permittee discharges the pollutants of concern to an impaired water for which a TMDL has been approved by the U.S. Environmental Protection Agency (EPA) as described in Part II B 2 a and 2 b:

a. For TMDLs approved by EPA prior to July 1, 2018, and in which an individual or aggregate wasteload has been allocated to the permittee, the permittee shall develop and initiate or update as applicable the local TMDL action plans to meet the conditions of Part II B 4, B 6, B 7, and B 8, as applicable, no later than 18 months after the permit effective date and continue implementation of the action plan. Updated action plans shall include:

- (1) An evaluation of the results achieved by the previous action plan; and
- (2) Any adaptive management strategies incorporated into updated action plans based on action plan evaluation.

b. For TMDLs approved by EPA on or after July 1, 2018, and prior to October 31, 2023, and in which an individual or aggregate wasteload has been allocated to the permittee, the permittee shall develop and initiate implementation of action plans to meet the conditions of Part II B 4, B 5, B 6, B 7, and B 8, as applicable no later than 30 months after the permit effective date.

3. The permittee shall complete implementation of the TMDL action plans as determined by the schedule. TMDL action plans may be implemented in multiple phases over more than one permit cycle using the adaptive iterative approach provided adequate progress is achieved in

the implementation of BMPs designed to reduce pollutant discharges in a manner that is consistent with the assumptions and requirements of the applicable TMDL.

4. Each local TMDL action plan developed by the permittee shall include the following:

- a. The TMDL project name;
- b. The EPA approval date of the TMDL;
- c. The wasteload allocated to the permittee (individually or in aggregate), and the corresponding percent reduction, if applicable;
- d. Identification of the significant sources of the pollutants of concern discharging to the permittee's MS4 that are not covered under a separate VPDES permit. For the purposes of this requirement, a significant source of pollutants of concern means a discharge where the expected pollutant loading is greater than the average pollutant loading for the land use identified in the TMDL;
- e. The BMPs designed to reduce the pollutants of concern in accordance with Part II B 5, B 6, B 7, and B 8;
- f. Any calculations required in accordance with Part II B 5, B 6, B 7, or B 8;
- g. For action plans developed in accordance with Part II B 5, B 6, and B 8, an outreach strategy to enhance the public's education (including employees) on methods to eliminate and reduce discharges of the pollutants; and
- h. A schedule of anticipated actions planned for implementation during this permit term.

5. Bacterial TMDLs.

- a. Traditional permittees shall select and implement at least three of the strategies listed in Table 5 designed to reduce the load of bacteria to the MS4. Selection of the strategies shall correspond to sources identified in Part II B 4 d.
- b. Nontraditional permittees shall select at least one strategy listed in Table 5 designed to reduce the load of bacteria to the MS4 relevant to sources of bacteria applicable within the MS4 regulated service area. Selection of the strategies shall correspond to sources identified in Part II B 4 d.

| Table 5 Strategies for Bacteria Reduction Stormwater Control/Management Strategy | |
|---|---|
| Source | Strategies (provided as an example and not meant to be all inclusive or limiting) |

| | |
|-------------------------------|--|
| Domestic pets (dogs and cats) | <p>Provide signage to pick up dog waste, providing pet waste bags and disposal containers.</p> <p>Adopt and enforce pet waste ordinances or policies, or leash laws or policies.</p> <p>Place dog parks away from environmentally sensitive areas.</p> <p>Maintain dog parks by removing disposed of pet waste bags and cleaning up other sources of bacteria.</p> <p>Protect riparian buffers and provide unmanicured vegetative buffers along streams to dissuade stream access.</p> |
| Urban wildlife | <p>Educate the public on how to reduce food sources accessible to urban wildlife (e.g., manage restaurant dumpsters and grease traps, residential garbage, feed</p> |

| | |
|---|---|
| | <p>pets indoors).</p> <p>Install storm drain inlet or outlet controls.</p> <p>Clean out storm drains to remove waste from wildlife.</p> <p>Implement and enforce urban trash management practices.</p> <p>Implement rooftop disconnection programs or site designs that minimize connections to reduce bacteria from rooftops.</p> <p>Implement a program for removing animal carcasses from roadways and properly disposing of the same (either through proper storage or through transport to a licensed facility).</p> |
| <p>Illicit connections or illicit discharges to the MS4</p> | <p>Implement an enhanced dry weather screening and illicit discharge, detection, and elimination program</p> |

| | |
|---|--|
| | <p>beyond the requirements of Part I E 3 to identify and remove illicit connections and identify leaking sanitary sewer lines infiltrating to the MS4 and implement repairs.</p> <p>Implement a program to identify potentially failing septic systems.</p> <p>Educate the public on how to determine whether their septic system is failing.</p> <p>Implement septic tank inspection and maintenance program.</p> <p>Implement an educational program beyond any requirements in Part I E 1 through E 6 to explain to citizens why they should not dump materials into the MS4.</p> |
| <p>Dry weather urban flows (irrigations, car washing, powerwashing, etc.)</p> | <p>Implement public education programs to reduce dry weather flows</p> |

| | |
|---|---|
| | <p>from storm sewers related to lawn and park irrigation practices, car washing, powerwashing and other nonstormwater flows.</p> <p>Provide irrigation controller rebates.</p> <p>Implement and enforce ordinances or policies related to outdoor water waste.</p> <p>Inspect commercial trash areas, grease traps, washdown practices, and enforce corresponding ordinances or policies.</p> |
| <p>Birds (Canadian geese, gulls, pigeons, etc.)</p> | <p>Identify areas with high bird populations and evaluate deterrents, population controls, habitat modifications and other measures that may reduce bird-associated bacteria loading.</p> <p>Prohibit feeding of birds.</p> |

| | |
|---------------|---|
| Other sources | <p>Enhance maintenance of stormwater management facilities owned or operated by the permittee.</p> <p>Enhance requirements for third parties to maintain stormwater management facilities.</p> <p>Develop BMPs for locating, transporting, and maintaining portable toilets used on permittee-owned sites.</p> <p>Educate third parties that use portable toilets on BMPs for use.</p> <p>Provide public education on appropriate recreational vehicle dumping practices.</p> |
|---------------|---|

6. Local sediment, phosphorus, and nitrogen TMDLs.

- a. The permittee shall reduce the loads associated with sediment, phosphorus, or nitrogen through implementation of one or more of the following:
 - (1) One or more of the BMPs from the Virginia Stormwater BMP Clearinghouse listed in 9VAC25-870-65 or other approved BMPs found on the Virginia Stormwater BMP Clearinghouse website;
 - (2) One or more BMPs approved by the Chesapeake Bay Program. Pollutant load reductions generated by annual practices, such as street and storm drain cleaning, shall only be applied to the compliance year in which the annual practice was implemented; or

(3) Land disturbance thresholds lower than Virginia's regulatory requirements for erosion and sediment control and post development stormwater management.

b. The permittee may meet the local TMDL requirements for sediment, phosphorus, or nitrogen through BMPs implemented or sediment, phosphorus, or nitrogen credits acquired. BMPs implemented and nutrient and sediment credits acquired to meet the requirements of the Chesapeake Bay TMDL in Part II A may also be utilized to meet local TMDL requirements as long as the BMPs are implemented or the credits are generated in the watershed for which local water quality is impaired.

c. The permittee shall calculate the anticipated load reduction achieved from each BMP and include the calculations in the action plan required in Part II B 4 f.

d. No later than 36 months after the effective date of this permit, the permittee shall submit to the department an update on the progress made toward achieving local TMDL action plan goals and the anticipated end dates by which the permittee will meet each wasteload allocation for sediment, phosphorus, or nitrogen. The proposed end date may be developed in accordance with Part II B 3.

7. Polychlorinated biphenyl (PCB) TMDLs.

a. For each PCB TMDL action plan, the permittee shall include an inventory of potentially significant sources of PCBs owned or operated by the permittee that drains to the MS4 that includes the following information:

(1) Location of the potential source;

(2) Whether or not the potential source is from current site activities or activities previously conducted at the site that have been terminated (i.e., legacy activities); and

(3) A description of any measures being implemented or to be implemented to prevent exposure to stormwater and the discharge of PCBs from the site.

b. If at any time during the term of this permit, the permittee discovers a previously unidentified significant source of PCBs within the permittee's MS4 regulated service area, the permittee shall notify DEQ in writing within 30 days of discovery.

c. As part of its annual reporting requirements, the permittee shall submit results of any action plan PCB monitoring or product testing conducted and any adaptive management strategies that have been incorporated into the updated action plan based upon monitoring or product testing results if the permittee has elected to perform monitoring or product testing or both.

8. Chloride TMDLs.

a. No later than 36 months after the permit effective date, permittees shall develop an anti-icing and deicing agent education and outreach strategy that identifies target audiences for increasing awareness of anti-icing and deicing agent application impacts on receiving waters and encourages implementation of enhanced BMPs for application, handling, and storage of anti-icing and de-icing agents used for snow and ice management.

b. Anti-icing and deicing agent education and outreach strategies shall contain a schedule to implement two or more of the strategies listed in Part I E 1 d Table 1 per year to communicate to target audiences the importance of responsible anti-icing and deicing agent application, transport, and storage.

c. No later than 36 months after permit issuance, the permittee shall review good housekeeping procedures for anti-icing and deicing agent application, handling, storage, and transport activities required under Part I E 6 b (1) (a) and identify a minimum of two strategies for implementing enhanced BMPs that promote efficient management and application of anti-icing and deicing agents while maintaining public safety.

9. Prior to submittal of the action plan required in Part II B 2, the permittee shall provide an opportunity for public comment for no fewer than 15 days on the proposal to meet the local TMDL action plan requirements .

10. The MS4 program plan as required by Part I B of this permit shall incorporate each local TMDL action plan. Local TMDL action plans may be incorporated by reference into the MS4 program plan provided that the program plan includes the date of the most recent local TMDL action plan and identification of the location where a copy of the local TMDL action plan may be obtained.

11. For each reporting period, each annual report shall include a summary of actions conducted to implement each local TMDL action plan.

C. Inspection and maintenance of ecosystem restoration projects used for TMDL compliance.

1. Within 36 months of permit issuance the permittee shall develop and maintain written inspection and maintenance procedures in order to ensure adequate long-term operation and maintenance of ecosystem restoration projects as defined in 9VAC25-890-1 and implemented as part of a TMDL action plan developed in accordance with Part II A, B, or both. The permittee may utilize inspection and maintenance protocols developed by the Chesapeake Bay Program or inspection and maintenance plans developed in accordance with the department's Stormwater Local Assistance Fund (SLAF) guidelines.

2. The permittee shall inspect ecosystem restoration projects owned or operated by the permittee and implemented as part of a current TMDL action plan developed in accordance with Part II A or B no less than once every 60 months.

Part III

DEQ BMP Warehouse Reporting

A. For the purpose of Part III of this permit, "best management practice" or "BMP" means a practice that achieves quantifiable nitrogen, phosphorus, or total suspended solids reductions, including stormwater management facilities, ecosystem restoration projects, annual practices, and other practices approved by the department for reducing nitrogen, phosphorus, and total suspended solids pollutants.

B. No later than October 1 of each year the permittee shall electronically report new BMPs

implemented and inspected as applicable between July 1 and June 30 of each year using the DEQ BMP Warehouse.

1. The permittee shall use the associated reporting template for stormwater management facilities not reported in accordance with Part III B 5 , including stormwater management facilities installed to control post-development stormwater runoff from land disturbing activities less than one acre in accordance with the Chesapeake Bay Preservation Area Designation and Management Regulations (9VAC25-830), if applicable, and for which a General VPDES Permit for Discharges of Stormwater from Construction Activities was not required.
2. The permittee shall use the DEQ BMP Warehouse to report BMPs that were not reported in accordance with Part III B 1 or B 5 and were implemented as part of a TMDL action plan to achieve nitrogen, phosphorus, and total suspended solids reductions in accordance with Part II A or B.
3. The permittee shall use the DEQ BMP Warehouse to report any BMPs that were not reported in accordance with Part III B 1, B 2, or B 5.
4. The permittee shall use the DEQ BMP Warehouse to report the most recent inspection date for BMPs in accordance with Part I E 5 b or 5 c, or in accordance with Part II C and the most recent associated TMDL action plan.
5. Traditional permittees specified in Part I E 5 a (1) shall use the DEQ Construction Stormwater Database or other application as specified by the department to report each stormwater management facility installed after July 1, 2014, to address the control of post-construction runoff from land disturbing activities for which the permittee is required to obtain a General VPDES Permit for Discharges of Stormwater from Construction Activities.

C. The following information for each new BMP reported in accordance with Part III B 1, B 2, B 3, or B 5 shall be reported to the DEQ BMP Warehouse as applicable:

1. The BMP type;
2. The BMP location as decimal degree latitude and longitude;
3. The acres treated by the BMP, including total acres and impervious acres;
4. The date the BMP was brought online (MM/YYYY). If the date brought online is not known, the permittee shall use 06/2005;
5. The 6th Order Hydrologic Unit Code in which the BMP is located;
6. Whether the BMP is owned or operated by the permittee or privately owned;
7. Whether or not the BMP is part of the permittee's Chesapeake Bay TMDL action plan required in Part II A or local TMDL action plan required in Part II B, or both;
8. If the BMP is privately owned, whether a maintenance agreement exists;
9. The date of the permittee's most recent inspection of the BMP; and

10. Any other information specific to the BMP type required by the DEQ BMP Warehouse (e.g., linear feet of stream restoration).

D. No later than October 1 of each year, the permittee shall electronically report the most recent inspection date for any existing BMP that was previously reported and re-inspected between July 1 and June 30 using the BMP Warehouse. If an existing BMP has not been previously reported, the BMP shall be reported as new in accordance with Part III B and Part III C. No later than October 1 of each year the DEQ BMP Warehouse shall be updated if an existing BMP is discovered between July 1 and June 30 that was not previously reported to the DEQ BMP Warehouse.

E. No later than October 1 of each year the DEQ BMP Warehouse shall be updated if an existing BMP is discovered between July 1 and June 30 that was not previously reported to the DEQ BMP Warehouse.

Part IV

Conditions Applicable to All State and VPDES Permits

NOTE: Discharge monitoring is not required for compliance purposes by this general permit. If the operator chooses to monitor stormwater discharges for informational or screening purposes, the operator does not need to comply with the requirements of Part IV A, B, or C.

A. Monitoring.

1. Samples and measurements taken for the purpose of monitoring shall be representative of the monitoring activity.
2. Monitoring shall be conducted according to procedures approved under 40 CFR Part 136 or alternative methods approved by the U.S. Environmental Protection Agency, unless other procedures have been specified in this state permit. Analyses performed according to test procedures approved under 40 CFR Part 136 shall be performed by an environmental laboratory certified under regulations adopted by the Department of General Services (1VAC30-45 or 1VAC30-46).
3. The operator shall periodically calibrate and perform maintenance procedures on all monitoring and analytical instrumentation at intervals that will ensure accuracy of measurements.

B. Records.

1. Monitoring records and reports shall include:
 - a. The date, exact place, and time of sampling or measurements;
 - b. The individuals who performed the sampling or measurements;
 - c. The dates and times analyses were performed;
 - d. The individuals who performed the analyses;
 - e. The analytical techniques or methods used; and

f. The results of such analyses.

2. The operator shall retain records of all monitoring information, including all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by this state permit, and records of all data used to complete the registration statement for this state permit, for a period of at least three years from the date of the sample, measurement, report, or request for coverage. This period of retention shall be extended automatically during the course of any unresolved litigation regarding the regulated activity or regarding control standards applicable to the operator, or as requested by the department.

C. Reporting monitoring results.

1. The operator shall submit the results of the monitoring as may be performed in accordance with this state permit with the annual report unless another reporting schedule is specified elsewhere in this state permit.

2. Monitoring results shall be reported on a discharge monitoring report (DMR); on forms provided, approved, or specified by the department; or in any format provided that the date, location, parameter, method, and result of the monitoring activity are included. Following notification from the department of the start date for the required electronic submission of monitoring reports, as provided for in 9VAC25-31-1020, such forms and reports submitted after that date shall be electronically submitted to the department in compliance with 9VAC25-31-1020 and this section. There shall be at least a three-month notice provided between the notification from the department and the date after which such forms and reports must be submitted electronically.

3. If the operator monitors any pollutant specifically addressed by this state permit more frequently than required by this state permit using test procedures approved under 40 CFR Part 136 or using other test procedures approved by the U.S. Environmental Protection Agency or using procedures specified in this state permit, the results of this monitoring shall be included in the calculation and reporting of the data submitted in the DMR or reporting form specified by the department.

4. Calculations for all limitations that require averaging of measurements shall utilize an arithmetic mean unless otherwise specified in this state permit.

D. Duty to provide information. The operator shall furnish within a reasonable time, any information that the department may request to determine whether cause exists for modifying, revoking and reissuing, or terminating this state permit or to determine compliance with this state permit. The department or EPA may require the operator to furnish, upon request, such plans, specifications, and other pertinent information as may be necessary to determine the effect of the wastes from the permittee's discharge on the quality of surface waters, or such other information as may be necessary to accomplish the purposes of the CWA and Virginia Stormwater Management Act. The operator shall also furnish to the department or EPA upon request, copies of records required to be kept by this state permit.

E. Compliance schedule reports. Reports of compliance or noncompliance with, or any progress

reports on, interim and final requirements contained in any compliance schedule of this state permit shall be submitted no later than 14 days following each schedule date.

F. Unauthorized stormwater discharges. Pursuant to § 62.1-44.5 of the Code of Virginia, except in compliance with a state permit issued by the department, it shall be unlawful to cause a stormwater discharge from a MS4.

G. Reports of unauthorized discharges. Any operator of a MS4 who discharges or causes or allows a discharge of sewage, industrial waste, other wastes or any noxious or deleterious substance or a hazardous substance or oil in an amount equal to or in excess of a reportable quantity established under either 40 CFR Part 110, 40 CFR Part 117, 40 CFR Part 302, or § 62.1-44.34:19 of the Code of Virginia that occurs during a 24-hour period into or upon surface waters or who discharges or causes or allows a discharge that may reasonably be expected to enter surface waters shall notify the department of the discharge immediately (see Part IV I 4) upon discovery of the discharge, but in no case later than within 24 hours after said discovery. A written report of the unauthorized discharge shall be submitted to the department within five days of discovery of the discharge. The written report shall contain:

1. A description of the nature and location of the discharge;
2. The cause of the discharge;
3. The date on which the discharge occurred;
4. The length of time that the discharge continued;
5. The volume of the discharge;
6. If the discharge is continuing, how long it is expected to continue;
7. If the discharge is continuing, what the expected total volume of the discharge will be; and
8. Any steps planned or taken to reduce, eliminate and prevent a recurrence of the present discharge or any future discharges not authorized by this state permit.

Discharges reportable to the department under the immediate reporting requirements of other regulations are exempted from this requirement.

H. Reports of unusual or extraordinary discharges. If any unusual or extraordinary discharge, including a bypass in Part IV U or an upset in Part IV V, should occur from a facility and the discharge enters or could be expected to enter surface waters, the operator shall promptly notify (see Part IV I 4), in no case later than within 24 hours, the department after the discovery of the discharge. This notification shall provide all available details of the incident, including any adverse effects on aquatic life and the known number of fish killed. The operator shall reduce the report to writing and shall submit it to the department within five days of discovery of the discharge in accordance with Part IV I 2. Unusual and extraordinary discharges include any discharge resulting from:

1. Unusual spillage of materials resulting directly or indirectly from processing operations;
2. Breakdown of processing or accessory equipment;

3. Failure or taking out of service some or all of the facilities; and
4. Flooding or other acts of nature.

I. Reports of noncompliance.

1. The operator shall report any noncompliance that may adversely affect surface waters or may endanger public health.

a. A report to the department shall be provided within 24 hours from the time the operator becomes aware of the circumstances. The following shall be included as information that shall be reported within 24 hours under Part IV I:

- (1) Any unanticipated bypass; and
- (2) Any upset that causes a discharge to surface waters.

b. A written report shall be submitted within five days and shall contain:

- (1) A description of the noncompliance and its cause;
- (2) The period of noncompliance, including exact dates and times, and if the noncompliance has not been corrected, the anticipated time it is expected to continue; and
- (3) Steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance. The department may waive the written report on a case-by-case basis for reports of noncompliance under Part IV I if the report has been received within 24 hours and no adverse impact on surface waters has been reported.

2. The operator shall report all instances of noncompliance not reported under Part IV I 1 b, in writing, as part of the annual reports that are submitted. The reports shall contain the information listed in Part IV I 2.

3. The immediate (within 24 hours) reports required in Part IV G, H, and I shall be made to the department. Reports may be made by telephone, email, or online at <https://www.deq.virginia.gov/our-programs/pollution-response/pollution-data-and-reporting>. For reports outside normal working hours, the online portal shall be used. For emergencies, call the Virginia Department of Emergency Management's Emergency Operations Center (24-hours) at 1-800-468-8892.

4. Where the operator becomes aware of a failure to submit any relevant facts, or submittal of incorrect information in any report, including a registrations statement, to the department, the operator shall promptly submit such facts or correct information.

J. Notice of planned changes.

1. The operator shall give notice to the department as soon as possible of any planned physical alterations or additions to the permitted facility. Notice is required only when:

a. The operator plans an alteration or addition to any building, structure, facility, or installation that may meet one of the criteria for determining whether a facility is a new source in 9VAC25-870-420:

b. The operator plans an alteration or addition that would significantly change the nature or increase the quantity of pollutants discharged. This notification applies to pollutants that are not subject to effluent limitations in this state permit; or

2. The operator shall give advance notice to the department of any planned changes in the permitted facility or activity that may result in noncompliance with state permit requirements.

K. Signatory requirements.

1. Registration statement. All registration statements shall be signed as follows:

a. For a corporation: by a responsible corporate officer. For the purpose of this chapter, a responsible corporate officer means: (i) a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy-making or decision-making functions for the corporation, or (ii) the manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long term compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for state permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;

b. For a partnership or sole proprietorship: by a general partner or the proprietor, respectively; or

c. For a municipality, state, federal, or other public agency: by either a principal executive officer or ranking elected official. For purposes of this chapter, a principal executive officer of a public agency includes:

(1) The chief executive officer of the agency, or

(2) A senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency.

2. Reports and other information. All reports required by state permits, including annual reports, and other information requested by the department shall be signed by a person described in Part IV K 1, or by a duly authorized representative of that person. A person is a duly authorized representative only if:

a. The authorization is made in writing by a person described in Part IV K 1;

b. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the operator. (A duly authorized representative may thus be either a named

individual or any individual occupying a named position.); and

c. The signed and dated written authorization is submitted to the department.

3. Changes to authorization. If an authorization under Part IV K 2 is no longer accurate because a different individual or position has responsibility for the overall operation of the MS4, a new authorization satisfying the requirements of Part IV K 2 shall be submitted to the department prior to or together with any reports, or information to be signed by an authorized representative.

4. Certification. Any person signing a document under Part IV K 1 or K 2 shall make the following certification:

"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."

L. Duty to comply. The operator shall comply with all conditions of this state permit. Any state permit noncompliance constitutes a violation of the Virginia Stormwater Management Act and the Clean Water Act, except that noncompliance with certain provisions of this state permit may constitute a violation of the Virginia Stormwater Management Act but not the Clean Water Act. Permit noncompliance is grounds for enforcement action; for state permit termination, revocation and reissuance, or modification; or denial of a state permit renewal application.

The operator shall comply with effluent standards or prohibitions established under § 307(a) of the Clean Water Act for toxic pollutants within the time provided in the regulations that establish these standards or prohibitions or standards for sewage sludge use or disposal, even if this state permit has not yet been modified to incorporate the requirement.

M. Duty to reapply. If the operator wishes to continue an activity regulated by this state permit after the expiration date of this state permit, the operator shall submit a new registration statement at least 90 days before the expiration date of the existing state permit, unless permission for a later date has been granted by the department. The department shall not grant permission for registration statements to be submitted later than the expiration date of the existing state permit.

N. Effect of a state permit. This state permit does not convey any property rights in either real or personal property or any exclusive privileges, nor does it authorize any injury to private property or invasion of personal rights, or any infringement of federal, state or local law or regulations.

O. State law. Nothing in this state permit shall be construed to preclude the institution of any legal action under, or relieve the operator from any responsibilities, liabilities, or penalties established pursuant to any other state law or regulation or under authority preserved by § 510 of the Clean Water Act. Except as provided in state permit conditions on bypassing in Part IV U and

upset in Part IV V nothing in this state permit shall be construed to relieve the operator from civil and criminal penalties for noncompliance.

P. Oil and hazardous substance liability. Nothing in this state permit shall be construed to preclude the institution of any legal action or relieve the operator from any responsibilities, liabilities, or penalties to which the operator is or may be subject under §§ 62.1-44.34:14 through 62.1-44.34:23 of the State Water Control Law or § 311 of the Clean Water Act.

Q. Proper operation and maintenance. The operator shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances), which are installed or used by the operator to achieve compliance with the conditions of this state permit. Proper operation and maintenance also includes effective plant performance, adequate funding, adequate staffing, and adequate laboratory and process controls, including appropriate quality assurance procedures. This provision requires the operation of back-up or auxiliary facilities or similar systems, which are installed by the operator only when the operation is necessary to achieve compliance with the conditions of this state permit.

R. Disposal of solids or sludges. Solids, sludges, or other pollutants removed in the course of treatment or management of pollutants shall be disposed of in a manner so as to prevent any pollutant from such materials from entering surface waters and in compliance with all applicable state and federal laws and regulations.

S. Duty to mitigate. The operator shall take all reasonable steps to minimize or prevent any discharge in violation of this state permit that has a reasonable likelihood of adversely affecting human health or the environment.

T. Need to halt or reduce activity not a defense. It shall not be a defense for an operator in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this state permit.

U. Bypass.

1. "Bypass," as defined in 9VAC25-870-10, means the intentional diversion of waste streams from any portion of a treatment facility. The operator may allow any bypass to occur that does not cause effluent limitations to be exceeded, but only if it also is for essential maintenance to ensure efficient operation. These bypasses are not subject to the provisions of Part IV U 2 and U 3.

2. Notice.

- a. Anticipated bypass. If the operator knows in advance of the need for a bypass, the operator shall submit prior notice to the department, if possible at least 10 days before the date of the bypass.

- b. Unanticipated bypass. The operator shall submit notice of an unanticipated bypass as required in Part IV I.

3. Prohibition of bypass.

- a. Except as provided in Part IV U 1, bypass is prohibited, and the department may take

enforcement action against an operator for bypass, unless:

- (1) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
 - (2) There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass that occurred during normal periods of equipment downtime or preventive maintenance; and
 - (3) The operator submitted notices as required under Part IV U 2.
- b. The department may approve an anticipated bypass, after considering its adverse effects, if the department determines that it will meet the three conditions listed in Part IV U 3 a.

V. Upset.

1. An "upset," as defined in 9VAC25-870-10, means an exceptional incident in which there is unintentional and temporary noncompliance with technology based state permit effluent limitations because of factors beyond the reasonable control of the operator. An upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation.
2. An upset constitutes an affirmative defense to an action brought for noncompliance with technology-based state permit effluent limitations if the requirements of Part IV V 4 are met. A determination made during administrative review of claims that noncompliance was caused by upset, and before an action for noncompliance, is not a final administrative action subject to judicial review.
3. An upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation.
4. An operator who wishes to establish the affirmative defense of upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:
 - a. An upset occurred and that the operator can identify the causes of the upset;
 - b. The permitted facility was at the time being properly operated;
 - c. The operator submitted notice of the upset as required in Part IV I; and
 - d. The operator complied with any remedial measures required under Part IV S.
5. In any enforcement proceeding the operator seeking to establish the occurrence of an upset has the burden of proof.

W. Inspection and entry. The operator shall allow the department , EPA, or an authorized

representative (including an authorized contractor), upon presentation of credentials and other documents as may be required by law, to:

1. Enter upon the operator's premises where a regulated facility or activity is located or conducted, or where records must be kept under the conditions of this state permit;
2. Have access to and copy, at reasonable times, any records that must be kept under the conditions of this state permit;
3. Inspect and photograph at reasonable times any facilities, equipment (including monitoring and control equipment), practices, or operations regulated or required under this state permit; and
4. Sample or monitor at reasonable times, for the purposes of ensuring permit compliance or as otherwise authorized by the Clean Water Act and the Virginia Stormwater Management Act, any substances or parameters at any location.

For purposes of this subsection, the time for inspection shall be deemed reasonable during regular business hours, and whenever the facility is discharging. Nothing contained herein shall make an inspection unreasonable during an emergency.

X. State permit actions. State permits may be modified, revoked and reissued, or terminated for cause. The filing of a request by the operator for a state permit modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance does not stay any state permit condition.

Y. Transfer of state permits.

1. State permits are not transferable to any person except after notice to the department. Except as provided in Part IV Y 2, a state permit may be transferred by the operator to a new operator only if the state permit has been modified or revoked and reissued, or a minor modification made, to identify the new operator and incorporate such other requirements as may be necessary under the Virginia Stormwater Management Act and the Clean Water Act.
2. As an alternative to transfers under Part IV Y 1, this state permit may be automatically transferred to a new operator if:
 - a. The current operator notifies the department at least 30 days in advance of the proposed transfer of the title to the facility or property;
 - b. The notice includes a written agreement between the existing and new operators containing a specific date for transfer of state permit responsibility, coverage, and liability between them; and
 - c. The department does not notify the existing operator and the proposed new operator of its intent to modify or revoke and reissue the state permit. If this notice is not received, the transfer is effective on the date specified in the agreement mentioned in Part IV Y 2 b.

Z. Severability. The provisions of this state permit are severable, and if any provision of this state permit or the application of any provision of this state permit to any circumstance is held invalid,

the application of such provision to other circumstances, and the remainder of this state permit, shall not be affected thereby.

Statutory Authority

§62.1-44.15:28 of the Code of Virginia.

Historical Notes

Former 4VAC50-60-1240, derived from Virginia Register Volume 21, Issue 3, eff. January 29, 2005; amended, Virginia Register Volume 24, Issue 20, eff. July 9, 2008; Volume 29, Issue 4, eff. November 21, 2012; Volume 29, Issue 17, eff. July 1, 2013; amended and renumbered, Virginia Register Volume 30, Issue 2, eff. October 23, 2013; amended, Virginia Register Volume 35, Issue 2, eff. November 1, 2018; Volume 40, Issue 3, eff. November 1, 2023; Volume 40, Issue 4, eff. October 9, 2023.

Stefanie K. Taillon
Secretary of Natural and Historic Resources

Matthew S. Wells
Director

Andrew W. Smith
Chief Deputy Director



Frank N. Stovall
*Deputy Director
for Operations*

Darryl Glover
*Deputy Director for
Dam Safety,
Floodplain Management and
Soil and Water Conservation*

Laura Ellis
*Deputy Director for
Administration and Finance*

COMMONWEALTH of VIRGINIA
DEPARTMENT OF CONSERVATION AND RECREATION

April 24, 2025

Date Received by DCR 04/18/2025

Gilbert Hanzlik
Virginia State University
2916 Mysters Macklin Street
VSU, VA 23806

Your nutrient management plan (NMP) dated 04/18/2025 located in Chesterfield County and the City of Colonial Heights has been approved by the Virginia Department of Conservation and Recreation (DCR). The approved plan is for 93.84 acres. Only nutrient recommendations for applications to be made after the date of this letter are approved by this letter. Your NMP was written by Alanna Burket, a nutrient management planner certified by DCR.

This site has not been inspected by DCR and this approval is contingent upon site conditions being as stated in the NMP. Any revisions to this plan must be approved by DCR. Any change in personnel resulting in a change to the plan manager should be reported to the Certified Nutrient Management Planner who will then make DCR aware. Please note that this letter should be kept with the NMP and supporting documentation including nutrient application records. This plan expires on 04/18/2028. Please feel free to contact me with any questions or concerns regarding this approval.

Best regards,

Gonzalo Ortiz

Gonzalo Ortiz
Urban Nutrient Management Specialist
Division of Soil and Water Conservation
600 East Main Street, 24th Floor
Richmond VA 23219
(804) 217-2010