Municipal Separate Storm Sewer System Program Plan & Annual Report

For

General Permit No. VAR040118

And

Annual Reporting

July 1, 2015 through June 30, 2016

This plan and annual report is submitted in accordance with 9VAC25-890-30 and 9VAC25-890-40 as part of registration statement for permit coverage to discharge stormwater to surface waters of the Commonwealth of Virginia consistent with the VAR04 General Permit, effective July 1, 2013.

Submitted: September 30, 2016

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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 ensure 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."

Printed Name: Lewis A. Bryant III Title: Vice Presidet of Finance + Admin

Signature: LA Bryant Date: 10/31/2016

DEFINITIONS

"Best management practice" or "BMP" means schedules of activities, prohibitions of practices, including both structural and nonstructural practices, maintenance procedures, and other management practices to prevent or reduce the pollution of surface waters and groundwater systems from the impacts of land-disturbing activities.

"Chesapeake Bay Preservation Act land-disturbing activity" means a land-disturbing activity including clearing, grading, or excavation that results in a land disturbance equal to or greater than 2,500 square feet and less than one acre in all areas of jurisdictions designated as subject to the Chesapeake Bay Preservation Area Designation and Management Regulations (9VAC25-830) adopted pursuant to the Chesapeake Bay Preservation Act.

"Chesapeake Bay Watershed" means all land areas draining to the following Virginia river basins: Potomac River Basin, James River Basin, Rappahannock River Basin, Chesapeake Bay and its small coastal basins, and York River Basin.

"Construction activity" means any clearing, grading or excavation associated with large construction activity or associated with small construction activity.

"DEQ" means the Virginia Department of Environmental Quality.

"Discharge," when used without qualification, means the discharge of a pollutant.

"Drainage area" means a land area, water area, or both from which runoff flows to a common point.

"Hydrologic Unit Code" or "HUC" means a watershed unit established in the most recent version of Virginia's 6th Order National Watershed Boundary Dataset.

"Illicit discharge" means any discharge to a municipal separate storm sewer that is not composed entirely of stormwater, except the following (unless identified by the MS4 operator as significant contributors of pollutants): water line flushing, landscape irrigation, diverted stream flows, rising groundwaters, uncontaminated groundwater infiltration, uncontaminated pumped groundwater, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, flows from riparian habitats and wetlands, dechlorinated swimming pool discharges, and street wash water.

"Impervious cover" means a surface composed of material that significantly impedes or prevents natural infiltration of water into soil.

"Land disturbance" or "land-disturbing activity" means a manmade change to the land surface that potentially changes its runoff characteristics including clearing, grading, or excavation, except that the term shall not include the following potential activities:

- Campus land-disturbing activities that disturb less than 1,000 square feet;
- Routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original construction of the project. The paving of an existing road with a compacted or impervious surface and reestablishment of existing associated ditches and shoulders shall be deemed routine maintenance; and

- Land-disturbing activities in response to a public emergency where the related work requires immediate authorization to avoid imminent endangerment to human health or the environment. In such situations, DEQ shall be advised of the disturbance within seven days of commencing the land-disturbing activity.

"Municipal separate storm sewer" or “MS4” means a conveyance or system of conveyances including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains.

“MS4 Program Plan” means the completed registration statement and all approved additions, changes and modifications detailing the comprehensive program implemented by the operator under this state permit to reduce the pollutants in the stormwater discharged from its municipal separate storm sewer system (MS4) that has been submitted and accepted by DEQ.

"Outfall" means, when used in reference to municipal separate storm sewers, a point source at the point where a municipal separate storm sewer discharges to surface waters and does not include open conveyances connecting two municipal separate storm sewers, or pipes, tunnels or other conveyances which connect segments of the same stream or other surface waters and are used to convey surface waters.

“Public” means, for the purpose of this Program Plan, the students, faculty, and staff population attending or employed by Central Virginia Community College campuses.

"State waters" means all water, on the surface and under the ground, wholly or partially within or bordering the Commonwealth or within its jurisdiction, including wetlands.

"Stormwater" means precipitation that is discharged across the land surface or through conveyances to one or more waterways and that may include stormwater runoff, snow melt runoff, and surface runoff and drainage.

"Stormwater management plan" means a document(s) containing material for describing methods for complying with the requirements of the Virginia Stormwater Management Program.

"Total maximum daily load" or "TMDL" means the sum of the individual wasteload allocations for point sources, load allocations (LAs) for nonpoint sources, natural background loading and a margin of safety. TMDLs can be expressed in terms of either mass per time, toxicity, or other appropriate measure. The TMDL process provides for point versus nonpoint source trade-offs.

"Virginia Stormwater Management Handbook" means a collection of pertinent information that provides general guidance for compliance with the Act and associated regulations and is developed by DEQ with advice from a stakeholder advisory committee.

"Wasteload allocation" or "wasteload" or "WLA" means the portion of receiving surface water's loading or assimilative capacity allocated to one of its existing or future point sources of pollution. WLAs are a type of water quality-based effluent limitation.

"Watershed" means a defined land area drained by a river or stream, karst system, or system of connecting rivers or streams such that all surface water within the area flows through a single outlet.

1.0 PROGRAM PLAN STRUCTURE

The Program Plan is structured to serve as a stand-alone document that, when implemented, meets the requirements of the VAR04 *General Virginia Pollutant Discharge Elimination System (VPDES) Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4s)*, referred to in the remainder of this Plan as the General Permit. However, the MS4 Program is intended to be subject to modifications throughout the 5-year permit cycle as part of an iterative process that seeks to improve the effectiveness of best management practices (BMPs). To facilitate the iterative process, measure(s) of effectiveness are incorporated in each BMP and annual reporting form in Section 3.0.

1.1 Minimum Control Measures

The General Permit requires the Central Virginia Community College (CVCC) Program Plan to include BMPs to address the requirements of six minimum control measures (MCMs) described in Section II of the General Permit. The MCMs are summarized as:

- MCM 1: Public Education and Outreach on Stormwater Impacts
- MCM 2: Public Involvement and Participation
- MCM 3: Illicit Discharge Detection and Elimination
- MCM 4: Construction Site Stormwater Runoff Control
- MCM 5: Post-construction Stormwater Management
- MCM 6: Pollution Prevention/Good Housekeeping for Operations

Section 3.0 of this Program Plan includes BMPs developed to explicitly address the General Permit requirements for each MCM. The title of each BMP is followed with a reference to the corresponding permit section. Each BMP included in the Program Plan includes the following information:

- A description of the BMP.
- A list of the necessary documentation to implement the BMP. This information is considered part of the Program and is readily available and updated, as necessary, and developed consistent with the BMP's implementation schedule.
- The identification of the individual(s) responsible for implementation of the BMP.
- The objective of the BMP and the result expected from implementation of the BMP.
- An implementation schedule consistent with the General Permit.
- A description of the method(s) to be used to assess the effectiveness of the BMP.

1.2 Special Conditions for TMDLs

CVCC is subject to the Special Conditions for the Chesapeake Bay TMDL that requires the development and submission to the Virginia Department of Environmental Quality (DEQ), for its review and acceptance, an approvable TMDL Action Plan. BMPs are provided in this Program Plan for development and implementation of TMDL Action Plan(s). CVCC anticipates notification from DEQ in the case of any new TMDLs being developed that may result in an additional WLA. If a new WLA is assigned, CVCC will provide the CVCC public opportunity for participation in development of new TMDLs.

1.3 Annual Reporting

CVCC will submit an Annual Report to DEQ by October 1st of each year with the reporting period spanning from July 1st through June 30th. This Program Plan includes annual reporting forms in "fillable form" format. The annual completion of these forms provides all of the reporting requirements to satisfy the General Permit and include the:

- Cover sheet updated with the specific reporting year;
- Certification following the Table of Contents;
- "Annual Reporting – General Information" form on the following page; and
- The annual reporting form following each BMP in Section 3.0 completed annually.

Information compiled for the effectiveness of each BMP in Section 3.0 is utilized to evaluate and, if necessary, modify the corresponding BMP. Any modifications will be reported in the "Annual Reporting – General Information" form. Modification(s) to the Program made by CVCC will be done in accordance with the General Permit requirements described in Section 1.5.

The General Permit requires certification of the annual report and is provided immediately after the Table of Contents of this document. Certification is required by a principle executive officer or a duly authorized representative. The duly authorized representative must have overall responsibility of the campus operations and written authorization must be provided to DEQ.

1.4 Annual Reporting – General Information Form			
• The BMPs described in Section 3.0 are the stormwater activities that CVCC plans to undertake during the next reporting cycle. • CVCC relies on the Virginia Community College System (VCCS) for implementation of BMPs 4.1, 4.3, and 4.4 through the DEQ approved VCCS Annual Standards and Specifications for Erosion and Sediment Control and the VCCS Construction and Professional Services Manual. • Completed Annual Reporting Forms for each BMP in Section 3.0 provide an assessment of the appropriateness of each BMP, progress towards achieving each measurable goal, and results of collected information analyzed for appropriate assessments and effectiveness of the BMP. • CVCC has no additional MS4 information that was collected or analyzed, including monitoring data, other than the information presented in this report. Supporting information for items reported are available upon request.			
Did any modifications to the responsible individual of any program role or responsibility or specific BMP included in the Program occur during the reporting year? (yes/no)			☒Yes ☐No
If yes, modifications are listed below (provide BMP # in Section 3.0 to reference modification rationale): New MS4 Program Administrator (Ron Parker) as of March 2016. BMP 4.3 and BMP 5.1 Virginia Community College System Annual Standards and Specifications incorporated. BMP 6.5 was modified to reflect periodic inspections by the College for outside contractors. BMP CB-SC.2 Chesapeake Bay TMDL Action Plan Implementation added.			
Number of new MS4 outfalls at campus:	2	Associated acreage by HUC6 for the campus outfalls added during the permit year:	3.6
Based on a review of the reporting forms completed for the reporting year within Section 3.0 of this Program Plan, CVCC finds the college compliant with the permit conditions (yes/no):			☐Yes ☒No
If no, listed below are additional BMPs and/or changes made to BMPs or measurable goals for any of the MCMs, including steps to address any deficiencies: CVCC did not meet their public participation requirements for this reporting year. CVCC will conduct two additional public participation events in			
Was any information collected and analyzed, including monitoring data, if any, during the reporting period, beyond what is reported in this annual report.			☐Yes (see below) ☒No
If yes, list the results: _____			
List the approval status of any programs pursuant to Section II C (if applicable): N/A, no additional programs pending approval.			
* For Program modifications listed above, follow the guidance in Section 1.5 *			
Does CVCC's MS4 directly discharge to waters that are identified as impaired in the 2010 § 305(b)/303(d) Water Quality Assessment Integrated Report? (yes/no)			☒Yes ☐No
If yes, list the impaired waters and pollutant impairment: Unamed Tributary to Burton Creek. E. coli.			
Based on the water quality issues identified in BMP 1.2 and impairments identified above, does a review of the effectiveness of the BMPs listed in the Program Plan indicate they are appropriate? (yes/no)			☒Yes ☐No

Explain why they are effective for the impairments or identify potential modifications if not effective: BMPs address potential pollutants into the system; and therefore, are considered appropriate and effective based on the measure of effectiveness for each BMP provide in Section 3.0.

1.5 Program Modifications

Modifications to the MS4 Program may occur throughout the life of this Program Plan as part of an iterative process to reduce the pollutant loadings and to protect water quality. Modifications will most often be made when a BMP is deemed ineffective, based on reporting for the "Measure of Effectiveness Forms" for each BMP in Section 3.0. When a BMP is determined ineffective, updates and modifications to the MS4 Program must be made in accordance with the following procedures:

- Adding (but not eliminating or replacing) BMPs may be made by CVCC at any time. Additions shall be reported as part of the annual report in the "Annual Reporting – General Information" form in Section 1.4.
- Updates and modifications to specific standards and specifications, schedules, operating procedures, manuals, checklists, and other documents routinely evaluated and modified are permitted provided that the updates and modifications are done in a manner that:
    - Is consistent with the conditions of the General Permit;
    - Follow any public notice and participation requirements established in the General Permit; and
    - Are documented in the annual report in the "Annual Reporting – General Information" form in Section 1.4.
- Replacing, or eliminating without replacement, any ineffective or infeasible strategies, policies, and BMPs with alternate strategies, policies, and BMPs may be requested at any time. Such requests must include the following:
    - An analysis of how or why the BMPs, strategies, or policies are ineffective or infeasible, including cost prohibitive;
    - Expectations on the effectiveness of the replacement BMPs, strategies, or policies;
    - An analysis of how the replacement BMPs are expected to achieve the goals of the BMPs to be replaced;
    - A schedule for implementing the replacement BMPs, strategies, and policies;
    - An analysis of how the replacement strategies and policies are expected to improve CVCC's ability to meet the goals of the strategies and policies being replaced; and
    - Requests or notifications must be made in writing to DEQ and signed by a principle executive officer or a duly authorized representative. The duly authorized representative must have overall responsibility of the campus operations and written authorization must be provided to DEQ.
    - CVCC follows the public involvement requirements identified in the General Permit.

2.0 SCHEDULE

As discussed in Section 1.0, each BMP described in Section 3.0 of the Program Plan includes an implementation schedule. Some of the BMPs require program documents or actions to address permit requirements. Table 1 lists some of these documents and actions with dates critical for assuring compliance with the General Permit. The Table is not intended to provide schedules for BMP implementation described for each BMP in Section 3.0; but only to assist with Program Plan implementation.

Table 1. Summary of critical items and deadlines for program implementation.

BMP	Necessary Action	Due date
1.1, 1.2	Provide for public participation for education and outreach plan	**Complete**
1.2	Public Education/Outreach Plan (PEOP)	**Complete**
1.2, 2.1, 3.5, 4.2	Website postings (see BMPs for details)	Update annually
2.1	Post Annual Report on website	30 days after submittal annually
2.2	Public participation activities	4x annually
3.1	Notification of MS4 Interconnections	**Complete**
3.1	Storm sewer mapping/information table	**Complete**
3.3	Develop IDDE Program Procedures	**Complete**
3.3, 6.1, 6.3a	Written Training Program (see IDDE and Good Housekeeping/Pollution Prevention Manuals)	**Complete**
3.4, 6.1	Develop Good Housekeeping/Pollution Prevention SOPs	**Complete**
5.3	Develop Post-construction SWM Inspection/Maintenance SOPs	**Complete**
6.2	Identify high priority areas	**Complete**
6.2	Campus-Specific SWPPP	**Complete**
6.3a	Staff training on pollution prevention	Annually (see PEOP)
6.3b	Pesticides/herbicides contract language	**Complete**
6.5	Develop improved contract language for contractors	**Complete**
CB-SC.1	Chesapeake Bay TMDL Action Plan	**Complete**

3.0 PROGRAM PLAN BEST MANAGEMENT PRACTICES

This Section includes the BMPs that CVCC will implement to meet the requirements for each MCM and the applicable Special Conditions described in the General Permit.

3.1 Minimum Control Measures

BMP 1.1 Public Participation for Public Education and Outreach Plan Development (Section II B.1.c.4)
Description: Provide for public participation during public education and outreach program development through a survey distributed to students, faculty, and staff. The survey will be developed to assess the CVCC's public knowledge regarding stormwater with the intent of assisting with the selection of high priority water quality issues. Opportunity to provide written comment will also be available with the survey. **Necessary documentation for implementation:** (1) Survey and survey results. **Responsible individual for implementation:** CVCC Facilities Manager **Objectives and expected results in meeting measurable goals:** The objective is to include the public in the selection of water quality issues selected for the Public Education and Outreach Plan. **Implementation schedule**: An opportunity for public participation was provided in the fall of 2015 via a public survey. Survey results were incorporated into the Public Education and Outreach Plan (described in BMP 1.2). A public survey will be distributed again in the fall of 2017 and the Public Education and Outreach Plan revised as necessary. **Method to determine effectiveness:** Effectiveness will be measured by the number of individuals responding to the survey and the incorporation of survey results into the Public Education and Outreach Plan. See measure of effectiveness section under BMP 1.2

BMP 1.1 Annual Reporting Form (Completed once during the development of the Public Education and Outreach Plan)	
Dates that survey was distributed:	09/21/2015
Number of surveys completed:	77
Description of how survey results and responses were incorporated into the Program: Survey responses were used to gauge the CVCC student, faculty, and staff's knowledge of stormwater impacts. Results were used to identify and rationalize three high priority water quality issues, as described in BMP 1.2.	

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

BMP 1.2 Develop Public Education and Outreach Program (Section II B.1.c.1-6)

Description: Identify three (3) high priority water quality issues contributed to by the discharge of stormwater. For each issue identified, provide:

- Rationale for the selection of each issue;
- An identification and estimate of population size of the target audience who is most likely to have significant impacts on the water quality issue; and
- A relevant message and educational and outreach materials to convey the message for distribution to the target audience.

Necessary documentation for implementation: (1) Survey results from BMP 1.1; (2) Written plan describing the rationale of the selection of each water quality issue, identification of target audience and estimated population, and relevant message; (3) Materials described in the written plan.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: Objectives are to convey relevant information to target audiences regarding water quality issues. The expected result is that the target audiences will have an increased knowledge of the water quality issues over time.

Implementation schedule: Outreach will be conducted a minimum of once a year to at least 20% of each target audience for each water quality issue identified in the written plan. A public survey to measure knowledge on the identified issues was conducted in the fall of 2015 and will be distributed again in the fall of 2017 to measure effectiveness.

Method to determine effectiveness: Two public surveys will be distributed via email to assess the effectiveness of the message delivered for each water quality issue, as noted in the implementation schedule. The first survey will occur near the start of implementation of the outreach program and the second in the final year of the permit cycle. Effectiveness will be measured by using a scoring system to compare results of the two surveys to determine if public knowledge regarding each water quality issue has increased.

BMP 1.2 Annual Reporting Form				
Has a written Public Education and Outreach Plan been developed?				☒ Yes ☐ No
If no, explain, is yes, summarize below: N/A				
Water quality issue #	List of educational and outreach activities identified in Public Education and Outreach Plan Update	Target audience	# people reached	% of target audience reached
1	Public education on stormwater impacts (Brochure sent out to convey the relevant message.)	Students, faculty, and staff ±4,750	±950	100
2	Education on special water quality concerns (Chesapeake Bay TMDLs) (Training Provided)	Staff ± 22	±22	100
3	Good housekeeping and pollution prevention practices on CVCC campus - (Training provided)	Staff ± 22	±22	100
Water quality issue #	List of educational and outreach activities that will be conducted during the ***next*** reporting year	Target audience	# people to be reached	Minimum % of target audience to reach
1	Public education on stormwater impacts (Brochure to be sent out to convey the relevant message.)	Students, faculty, and staff ± 4,750	±950	20
2	Education on special water quality concerns (Chesapeake Bay TMDLs) - (Training will be provided.)	Staff ± 22	±22	100
3	Good housekeeping and pollution prevention practices on CVCC campus - (Training will be provided.)	Staff ± 22	±22	100

Necessary documents for implementation are not provided in the annual report, but will be retained for a minimum of 3 years and are available upon request.

Measure of Effectiveness	
Average "knowledge" score from previous survey:	38%
Average "knowledge" score from latest survey:	TBD
Has the "knowledge" score gone up over the permit cycle?	☐ Yes (BMP effective) ☐ No (See below) ☒ N/A
If no, discuss potential ineffectiveness of the BMP (outreach materials, student retention time, etc.). Future effectiveness of the plan will be determined based on knowledge scores of the students, faculty, and staff in comparison to the first survey.	
If no, Suggest BMP modifications to the Program Plan with rationale to increase effectiveness: N/A	

BMP 2.1 Public Involvement through web posting of MS4 Program information (Section II B.2.a.1-2)

Description: The following documentation will be maintained on the CVCC stormwater website:

- The latest version of this MS4 Program Plan; and
- Each of the annual reports developed within the permit cycle.

Public education and outreach materials developed for BMP 1.2 will include links to the Program Plan and Annual Reports.

Necessary documentation for implementation: (1) CVCC MS4 Program Plan; (2) CVCC MS4 Annual Reports; (3) Web address of posted materials; (4) Educational and outreach materials from BMP 1.2.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: Objectives are to provide opportunity for the public to review CVCC MS4 Program documentation. Expected results are an increase in public knowledge of the BMPs implemented by CVCC to improve water quality from stormwater runoff.

Implementation schedule: The Program Plan will be posted on the CVCC website 30 days after approval from DEQ. Within 30 days of any modification(s) to the Program Plan, the latest version will be posted. Annual reports will be posted on the web page within 30 days of submittal to DEQ, or by November 1st of each year.

Method to determine effectiveness: See method to determine effectiveness for BMP 1.2.

BMP 2.1 Annual Reporting Form	
Web links to posted program material are provided below	
Program Plan Link:	http://www.cvcc.vccs.edu/Facilities/Downloads/CentralVirginiaMS4AnnualReport-2015-2016.pdf
Annual Report Link:	http://www.cvcc.vccs.edu/Facilities/Downloads/CentralVirginiaMS4AnnualReport-2015-2016.pdf

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

BMP 2.2 Public participation (Section II B.2.b.)

Description: CVCC will participate, through promotion, sponsorship, or other involvement, in a minimum of four local activities annually.

Necessary documentation for implementation: (1) A list of public participation opportunities; (2) Documentation of participation.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objective is to increase public participation to reduce stormwater pollutant loads; improve water quality; and support local restoration and clean-up projects, programs, groups, meetings, or other opportunities for public involvement. Measurable goals will include a measure or estimation of the number of people that participate in each local activity.

Implementation schedule: Public participation will be conducted a minimum of four times a year.

Method to determine effectiveness: Effectiveness will be determined by successful public turn-out to each event. Selection of specific events may be modified from year to year based on public turn-out.

BMP 2.2 Annual Reporting Form			
Local activity	Type of CVCC MS4 Program participation (e.g., promotion, sponsorship, other)	Estimated # people reached	Summary of documentation* that demonstrates participation
Spoke to an Environmental Science class (February 2016)	Promotion	±15	Email from teacher confirming presentation to class
Spoke to a Biology class about CVCC's Program (February 2016)	Promotion	±15	Email from teacher confirming presentation to class
Not completed (See below)	N/A	N/A	N/A
Not completed (See below)	N/A	N/A	N/A

* Documentation is attached in Appendix B

Measure of Effectiveness	
Local Activity (same as above)	Rationalization of effectiveness or ineffectiveness
Spoke to an Environmental Science class (February 2016)	Effective due to the audience reached since they are interested in environmental issues.
Spoke to a Biology class about CVCC's Program (February 2016)	Effective due to the audience reached since they are interested in environmental issues.
Not completed (See below)	N/A
Not completed (See below)	N/A
For an ineffective activity identified above, describe modifications to be made for next reporting year (e.g., different activity or different approach): CVCC did not meet their public participation requirements for this reporting year. CVCC will conduct two additional public participation events in the 2016-2017 annual reporting year.	

BMP 3.1 Storm Sewer Map and Outfall Information Table (Section II B.3.a.1-5)

Description: CVCC will maintain an accurate storm sewer system map and information table. The map, at a minimum, will:

- Include the mapped location of all MS4 outfalls with a unique identifier that corresponds to the information table;
- Include the name and location of all waters receiving discharges from CVCC's MS4 outfalls and the associated sixth order hydrologic unit code (HUC) from Virginia's 6th Order National Watershed Boundary Dataset; and
- Be updated in the case of installation of new storm sewer or outfalls.

The information table, at a minimum, will include for each outfall the:

- Unique identifier;
- Estimated campus acreage served;
- Name of the receiving surface water and indication as to whether the receiving water is listed as impaired on the Virginia 2010 303(d)/305(b) list; and
- Name of any applicable TMDL or TMDLs.

The information table will be updated as new outfalls come on-line. CVCC will notify the City of Lynchburg and/or VDOT, where applicable, in writing, of any known physical connection to their MS4 regulated area or new interconnections that occur with new development.

Necessary documentation for implementation: (1) Storm sewer system map; (2) Outfall information table; (3) List of construction/development activity on campus; (4) Written notification of physical interconnections to the downstream MS4.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objective is to maintain an up-to-date map of the storm sewer that provides a tool for IDDE procedures (see BMP 3.3). Expected results are that the mapping and the information table serves as a useful tool for tracking illicit discharges.

Implementation schedule: The storm sewer mapping and information table has been completed with the CVCC IDDE Program Manual. Subsequently, the map and information table will be updated annually at the end of each reporting year.

Method to determine effectiveness: Effectiveness will be determined based on its use as a tool for identifying illicit discharges.

BMP 3.1 Annual Reporting Form
Storm Sewer System Information Table
See Appendix C for outfall inventory.
If interconnected MS4s, have the downstream MS4 been notified of the outfall? ☒ Yes ☐ No If no, please explain why: N/A

Necessary documents for implementation are not provided in the annual report, but will be retained for a minimum of 3 years and are available upon request.

Measure of Effectiveness
If any potential illicit discharges were identified or reported (refer to reporting for BMPs 3.2 and 3.3), was outfall mapping used to address the issue: N/A - No illicit discharges were identified.

BMP 3.2 Prohibit non-stormwater discharges (Section II B.3.b)

Description: CVCC will prohibit non-stormwater discharges into the storm sewer system through language provided within the Standards of Conduct for employees and the Student Handbook for students, each of which provide methods and procedures for reporting and corrective and disciplinary action. Students, faculty, and staff will be made aware of the methods and procedures for reporting and corrective and disciplinary action as part of the Public Education and Outreach Program described in BMP 1.2.

For effective prohibition of non-stormwater discharges from contractors operating on campus, refer to BMP 6.5.

Necessary documentation for implementation: (1) Standards of Conduct for employees; (2) Student Handbook; (3) A list of any instances of violation and summary of actions taken by CVCC.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objective is to effectively prohibit non-stormwater discharges to the extent allowable under federal, state, or local law, regulation, or ordinance. Expected result is an effective deterrent for students, faculty, and staff from willingly introducing non-stormwater discharges to the MS4.

Implementation schedule: Implementation of the Standards of Conduct for employees and the Student Handbook for students will continue. The Public Education and Outreach Program will be implemented with the schedule described in BMP 1.2.

Method to determine effectiveness: Effectiveness will be determined based on the elimination or reduction in the number of reported or observed non-stormwater discharges committed by students, faculty, or staff. Effectiveness will also be based on implementation of methods and procedures in the Standards of Conduct for employees and the Student Handbook for students in response to reports.

BMP 3.2 Annual Reporting Form				
Non-stormwater discharge violations				
Total number of **potential** violations for reporting year:				0
Violation #	Date of violation	Location of violation	Description of violation	Corrective or Disciplinary Action taken
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A

Necessary documents for implementation are not provided in the annual report, but will be retained for a minimum of 3 years and are available upon request.

Measure of Effectiveness	
Non-stormwater discharge violations committed by students, faculty, or staff	
Total number of violations for reporting year 1:	0
Total number of violations for reporting year 2:	0
Total number of violations for reporting year 3:	0
Total number of violations for reporting year 4:	N/A
Total number of violations for reporting year 5:	N/A
Has the # of violations trended downward year to year or stayed at zero?	☒ Yes (BMP effective) ☐ No (See below)
If no, discuss potential cause of observed trend and determination if the BMP is ineffective. In deemed ineffective, suggest BMP modifications with rationale: N/A	
Were methods and procedures in the Standards of Conduct for employees and the Student Handbook for students used where violations were determined to have occurred?	☐ Yes ☐ No (See below) ☒ N/A (No violations)
If no, explain why and if modifications are necessary to the BMP to improve effectiveness: N/A	

BMP 3.3 Develop Illicit Discharge Detection and Elimination Procedures (Section II B.3.c)

Description: CVCC will develop and implement an Illicit Discharge Detection and Elimination (IDDE) Program Manual that includes written procedures to detect, identify, and address non-stormwater discharges, including illegal dumping, to the small MS4. Procedures will include written dry weather field screening methodologies that include field observations and field screening monitoring and that provide:

- A schedule of field screening activities to ensure all outfalls are screened annually;
- Methodologies to collect information such as time since the last rain, the quantity of the last rain, site descriptions (e.g., conveyance type and dominant watershed land uses), estimated discharge, and visual observations (e.g., order, color, clarity, floatables, deposits or stains, vegetation condition, structural condition, and biology);
- A time frame upon which to conduct an investigation to identify and locate the source of any observed continuous or intermittent non-stormwater discharges prioritized based on potential hazard to human health;
- Methodologies to determine the source of all illicit discharges shall be conducted with the required minimum investigations and timeframes per the college's General Permit;
- Mechanisms to eliminate identified sources of illicit discharges including a description of the policies and procedures for when and how to use legal authorities;
- Methods for conducting a follow-up investigation in order to verify that the discharge has been eliminated; and
- A mechanism to track all investigations to document, at a minimum, the date(s) that the illicit discharge was observed and reported; the results of the investigation; any follow-up of the investigation; resolution of the investigation; and the date that the investigation was closed.

Necessary documentation for implementation: (1) Illicit Discharge Detection and Elimination (IDDE) Manual; (2) Outfall information table; (3) Outfall screening schedule and field forms.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objective is to establish effective methods and procedures for detecting, identifying, and addressing non-stormwater discharges, including illegal dumping, into the storm sewer. Expected results are effective response to reports of illicit discharge and detection of non-stormwater discharges during outfall screenings.

Implementation schedule: Annual outfall screening, as described in CVCC's IDDE Program Manual that includes the schedules, mechanisms, and procedures described in this BMP and the General Permit.

Method to determine effectiveness: Effectiveness will be determined based on the percentage of the reported and identified non-stormwater discharges that are eliminated.

BMP 3.3 Annual Reporting Form	
Outfall Screening Record	
Total # of outfalls (refer to BMP 3.1):	14*
Total # of outfalls screened during the reporting year:	14
If 100% of outfalls were not screened during the reporting year, explain why: Outfalls were screened outside of the 2015-2016 reporting year. CVCC will screen the outfalls again for annual reporting purposes in the 2016-2017 reporting year.	
See Appendix C for outfall inventory and required reporting information.	

* During the latest screening event, one outfall was removed from the inventory because it was deemed to not be a regulated outfall. In addition, two outfalls were added to the inventory, totaling 14.

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

Measure of Effectiveness
Percentage of identified non-stormwater discharges during screening that are eliminated: N/A
Please provide rationale that describes if the percentage listed indicates the BMP is effective. If not, describe modifications to increase effectiveness: No non-stormwater discharges were identified.

BMP 3.4 Eliminate or minimize discharge of hazardous substances or oil (Section II B.3.e)

Description: CVCC will eliminate or minimize the potential for hazardous substance or oil in stormwater runoff through:

- The implementation of the methods, inspection schedules, and procedures in the CVCC Good Housekeeping/Pollution Prevention Program Manual described in BMP 6.1 and the Stormwater Pollution Prevention Plan described in BMP 6.2; and
- The expected measurable goals of the training component provided in BMP 6.3a for spill response, good housekeeping and pollution prevention for maintenance workers, and reporting illicit discharges.

Necessary documentation for implementation: (1) Good Housekeeping/Pollution Prevention Program Manual; (2) Training documentation; (3) Completed Comprehensive Campus Compliance Evaluation Forms provided in the Good Housekeeping and Pollution Prevention Manual

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objective of the Good Housekeeping/Pollution Prevention Program Manual and associated training is to provide reference procedures, schedules, resource material and education to campus staff that result in daily operations that eliminate or prevent potential introduction of hazardous substances and oil to stormwater runoff. The expected result is the elimination of hazardous substances and oil spills and exposure.

Implementation schedule: The CVCC Good Housekeeping/Pollution Prevention Program Manual and incorporated training program are complete. Training will be performed annually, per the Public Education & Outreach Plan.

Method to determine effectiveness: Effectiveness will be determined by each of the following:

1) Effectiveness will be measured by recurring issues related to campus staff activities identified during the annual comprehensive campus compliance evaluation beginning in the spring of 2015, as described in BMP 6.2. The Comprehensive Campus Compliance Evaluation Form provided in the Good Housekeeping and Pollution Prevention Manual will be completed and include physical field inspection of:
   - Locations where hazardous chemicals or oil are used or stored;
   - Locations were equipment or vehicles are stored or where vehicle or equipment maintenance occurs; and
   - Other areas with potential for hazardous substances or oil to be exposed to precipitation.
2) The number of hazardous substances or oils related to illicit discharges reported or identified in the reporting forms for BMPs 3.2 and 3.3, respectively, that are found to originate from campus staff activities.

BMP 3.4 Annual Reporting Form
No additional reporting necessary.

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

Measure of Effectiveness	
Were any illicit discharges reported or identified in the reporting forms for BMPs 3.2 and 3.3 found to originate from staff activities?	☐ Yes (See below) ☒ No (BMP effective)
If yes, describe how the BMP can be modified to improve effectiveness to specifically address the cause of the illicit discharge(s) or describe why modification is not necessary: N/A	

BMP 3.5 Facilitate public reporting of illicit discharges and provide response (Section II B.3.d)

Description: CVCC will promote, publicize, and facilitate public reporting of illicit discharges into or from MS4s with information describing an illicit discharge and contact information on the CVCC stormwater website. CVCC will investigate all reports using methods and procedures described in the CVCC IDDE Manual described in BMP 3.3. Tracking of reports will be recorded in the IDDE Tracking Form in Appendix D of the CVCC IDDE Program Manual.

Necessary documentation for implementation: (1) Web address of posted material; (2) Completed IDDE Tracking Form for each incident.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objective is to first educate the public to recognize an illicit discharge and provide contact information that allows for the reporting of an observed illicit discharge. The ultimate objective is to track and eliminate reported illicit discharges.

Implementation schedule: Illicit discharge material and contact information will be placed on the website. Response to illicit discharge reports will be on-going, occurring in response to reports per the IDDE Manual.

Method to determine effectiveness: Effectiveness will be measured as a percentage of illicit discharge reports closed (as will be documented in the IDDE Tracking Forms).

BMP 3.5 Annual Reporting Form				
Illicit Discharge Reports				
Total # of **potential** illicit discharge reports for the reporting year:				0
Description of reported potential illicit discharge	Date observed and/or reported	Description of how the investigation was addressed	Resolution of the investigation	Close date
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

Measure of Effectiveness
Percentage of reported illicit discharge instances that have been closed: N/A
If not all reports have been closed, please provide the reason and any necessary modification to the BMP: No reports were made during the reporting period.

BMP 4.1 ESC compliance for land disturbance activities (Section II B.4.a-c3, c5-c6, e1-6)

Description: Regulated land disturbance activity on the CVCC campus is managed by the latest edition of the DEQ approved Virginia Community College System's (VCCS) "Annual Standards and Specifications for Erosion and Sediment Control and Stormwater Management." Regulated land disturbance activities are those that disturb 1,000 square feet or greater except for the exceptions listed in the definition for "land disturbance activity" provided in the Definitions section of this document. The VCCS Annual Standards and Specifications provide for the following:

- Erosion and Sediment (ESC) plan approval by VCCS through recommendation of a VCCS contracted consultant. An approved plan is required prior to commencement of a regulated land disturbance activity and shall be compliant with the minimum standards listed in 9VAC25-840-40 of the Erosion and Sediment Control Regulations and the approved Annual Standards and Specifications.
- ESC inspection of land disturbance activities for compliance to the ESC Plan at least once every two weeks, within 48 hours of a runoff-producing event; and at project completion. Inspections shall be conducted by an individual with a current ESC Inspector's Certification from DEQ.
- Documentation for plan review and inspection procedures, by reference to laws, regulations, and the Virginia Erosion and Sediment Control Handbook (VESCH).
- A description of circumstances that allow the *VCCS Annual Standards and Specifications Project Manager* (VCCS AS&S Project Manager) to make changes to an approved plan when found inadequate to address ESC.

Necessary documentation for implementation: (1) VCCS Annual Standards and Specifications for Erosion and Sediment Control; (2) ESC Plan(s) approved by VCCS; (3) Documentation of ESC Inspector Certification; (4) Completed ESC Inspection Forms for each regulated project; (5) Notice to Comply and/or Stop Work Orders documentation and documentation of follow-up actions.

Responsible individual for implementation: VCCS AS&S Project Manager (ESC Plan approval and inspections); CVCC Facilities Manager (Coordination with VCCS and obtaining information to determine effectiveness as described in this BMP).

Objectives and expected results in meeting measurable goals: The objective is to ensure ESC plans are prepared according to ESC Laws and Regulations, that ESC inspections are performed as specified in the regulations, and that correction or enforcement, when appropriate, occurs when inspections find deficiencies. The expected result is that all regulated land disturbances have an approved ESC plan, the appropriate number of inspections are performed, and a minimization of the number of recurring violations such as issued Notices to Comply and Stop Work Orders.

Implementation schedule: The implementation of this BMP will be on-going with all regulated land disturbance activities on campus.

Method to determine effectiveness: Effectiveness will be measured by the percentage of regulated land disturbance activities that have an approved ESC Plan, and the implementation of the required inspection schedule.

BMP 4.1 Annual Reporting Form					
Annual Land Disturbance Activity Record					
Total # of regulated land disturbing activities that commenced or occurred during the reporting year:					0
Construction Site Plans			VCCS Contracted Inspector		
Regulated land disturbance activity description	Approved plan (yes/no)	Total disturbed acreage	Number of inspections	# and type of enforcement actions taken	Description of enforcement actions
N/A	☐ Yes ☐ No	N/A	N/A	N/A	N/A
N/A	☐ Yes ☐ No	N/A	N/A	N/A	N/A
N/A	☐ Yes ☐ No	N/A	N/A	N/A	N/A

Necessary documents for implementation are not provided in the annual report, but will be retained for a minimum of 3 years and are available upon request.

Measure of Effectiveness	
Do inspections appear to have been conducted every 2 weeks and within 48 hours of a runoff producing event?	☐ Yes (BMP effective) ☐ No (See below) ☒ N/A (No activities)
Describe program modifications to ensure inspections are conducted as required: N/A, no land disturbing activities during the reporting year	

BMP 4.2 Receive and respond to complaints regarding land disturbing activity (Section II B.4.c4)

Description: CVCC will promote to the public through the stormwater webpage information on land disturbance erosion and sediment controls and provide a contact number for reporting complaints regarding regulated land disturbing activities. CVCC will initiate investigation of all reports within 72-hours and address the issue with the construction site operator by requiring maintenance to ESC controls, or plan modifications, as necessary, in accordance with the Virginia Community College System's "Annual Standards and Specifications for Erosion and Sediment Control."

Necessary documentation for implementation: (1) Web address of posted material; (2) Land disturbance complaint/report tracking record with date, description, and resolution for each complaint.

Responsible individual for implementation: CVCC Facilities Manager (Receiving and recording complaint); Certified ESC Construction Inspector (Assuring contractor implements ESC Plan); VCCS AS&S Project Manager (Approves ESC Plan modifications).

Objectives and expected results in meeting measurable goals: The objective is to educate the public to understand the purpose of ESC controls on a land disturbance activity, recognize the off-site impacts resulting from potential failure of ESC controls, and provide contact information that allows for the reporting of an off-site impact and ultimately the resolution of a reported issue.

Implementation schedule: Information regarding ESC controls for land disturbance activities and for reporting complaints will be placed on the website.

Method to determine effectiveness: Effectiveness will be measured by the percentage of resolved complaints that are reported by the public.

BMP 4.2 Annual Reporting Form			
The # of complaints from the public related to land disturbance activity during the reporting year:			0
Complaint #	Date of complaint	Description of complaint	Resolution of the investigation
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

Measure of Effectiveness	
Were all complaints resolved?	☐ Yes (BMP effective) ☐ No (See below) ☒ N/A (no complaints)
Describe the reason for any unresolved complaint and any necessary program modifications to ensure complaints are resolved in the future. If no modifications are needed, provide rationale: N/A	

BMP 4.3 Ensure land disturbance activities secure VSMP General Permit (Section II B.4.c.7, d)

Description: Regulated land disturbance activity for stormwater management on the CVCC campus is managed by the latest edition of the DEQ approved Virginia Community College System's "Annual Standards and Specifications for Erosion and Sediment Control and Stormwater Management." Regulated land disturbance activities are those that disturb greater than 1,000 square feet except for the exceptions listed in the definition for "land disturbance activity" provided in the Definitions section of this document. In addition to the above, the Virginia Construction and Professional Services Manual (CPSM) and The Annual Standards and Specifications require a Stormwater Pollution Prevention Plan (SWPPP) be developed prior to submission of the VSMP General Permit Registration Statement for Construction Activity Stormwater Discharges (VAR10) prior to land disturbances over one acre. Through the development of the SWPPP, consistent with the VSMP General Permit, a pollution prevention plan will ensure implementation of appropriate controls to prevent non-stormwater discharges such as wastewater, concrete washout, fuels and oils, and other illicit discharges.

Necessary documentation for implementation: (1) VCCS Annual Standards and Specifications (Plan approval, VAR10 verification and SWPPP verification at the preconstruction meeting through VCCS Form LD-03); (2) Project-specific SWPPPs; (3) Project-specific General Permits for Construction Activity (VAR10).

Responsible individual for implementation: VCCS AS&S Project Manager; CVCC Facilities Manager (Tracking required information for reporting)

Objectives and expected results in meeting measurable goals: The objectives are: (1) To provide a mechanism for assuring that VSMP General Permit coverage is obtained for all land disturbances exceeding 1 acre. The expected result is that coverage is obtained for all applicable land disturbances prior to commencement; (2) Ensure development and implementation of SWPPPs through the contractor's requirement to develop and implement the plan.

Implementation schedule: All regulated land disturbance activities that disturb greater than 1 acre will continue to obtain a VAR10 General Permit.

Method to determine effectiveness: Effectiveness will be determined based on: (1) all regulated land disturbance activities operating under VSMP General Permit coverage and a SWPPP, (2) the number of violations related to pollution prevention from a construction site identified in the reporting for BMPs 3.2, 3.3, 3.5, 4.1, and 4.2.

BMP 4.3 Annual Reporting Form			
The # of regulated land disturbance activities during the reporting year:			0
1	2	3	4
Regulated land disturbance activity description (should match 4.1 reporting column)	If greater than 1-acre, was VSMP General Permit coverage obtained? (yes/no)	If permit coverage is required, is a site-specific SWPPP available on site for the project? (yes/no)	Any illicit discharge reports from construction activities (see reporting for BMPs 3.2, 3.3, 3.5, 4.1, and 4.2? (yes/no)
N/A	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
N/A	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
N/A	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

Measure of Effectiveness	
If no is answered in columns 2 or 3 above, explain why and actions taken to address the issue. Include rationale that describes if the BMP is ineffective, and if so, modification to the BMP to improve effectiveness: N/A	
Is yes answered in column 4? (yes/no)	☐ Yes (See below) ☐ No (Effective BMP) ☒ N/A (No activity)
If yes, described the instance(s) and provide rationale if BMP modification is necessary, or not necessary, to improve the effectiveness of the BMP? N/A	

BMP 5.1 Compliance to post-construction stormwater management regulation (Section II B.5.a, b., d.1,2)

Description: CVCC will ensure post-construction stormwater management (SWM) for all regulated land disturbance activities over 1 Acre through VCCS plan approval in accordance with the VCCS Annual Standards and Specifications for Erosion and Sediment Control and Stormwater Management. Approval from VCCS will ensure the SWM plan has been prepared per the VSMP Regulations that, in part, require that stormwater runoff controls:

- are designed and installed in accordance with the appropriate water quality and water quantity design criteria as required in Part II (9VAC25-870-40 et seq.) of 9VAC25-870; and
- Have an inspection and maintenance plan.

Implementation of this BMP will be accomplished through the verification of a VCCS approved stormwater management plan by the Associate Vice Chancellor prior to providing written approval that allows the start of the land disturbance.

CVCC will extract and retain a copy of SWM facility inspection and maintenance plans from the approved stormwater management plan for proposed stormwater management facilities to be used with the implementation of BMP 5.3.

Necessary documentation for implementation: (1) VCCS approved SWM Plans and Calculations; (2) SWM Facility Inspection and Maintenance Plan.

Responsible individual for implementation: VCCS AS&S Project Manager (verification of approved plan prior to approval to start land disturbance); CVCC Facilities Manager (Tracking required information for reporting and obtaining inspection and maintenance plans for stormwater facilities).

Objectives and expected results in meeting measurable goals: The objective is to ensure regulated projects are in compliance with the VSMP Stormwater Management Regulations. The expected goal is that all regulated projects have VCCS approved SWM Plans with SWM facility inspection and maintenance plans.

Implementation schedule: The implementation of this BMP will be on-going with all regulated land disturbance activities on campus.

Method to determine effectiveness: Effectiveness will be measured by: (1) all regulated land disturbance activities having a VCCS approved SWM Plan; and (2) all stormwater management facilities having inspection and maintenance plans.

BMP 5.1 Annual Reporting Form			
The # of regulated land disturbance activities during the reporting year:			0
1	2	3	4
Regulated land disturbance activity description (Same as BMP 4.1)	If greater than 1 Acre does it have an approved SWM plan? (yes/no)	If SWM Plan includes a SWM facility, does it have an inspection and maintenance plan? (yes/no/no facility required)	If it has an inspection and maintenance plan, has CVCC retained it on file? (yes/no/no facility)
N/A	☐ Yes ☐ No	☐ Yes ☐ No ☐ No Facility	☐ Yes ☐ No ☐ No Facility
N/A	☐ Yes ☐ No	☐ Yes ☐ No ☐ No Facility	☐ Yes ☐ No ☐ No Facility
N/A	☐ Yes ☐ No	☐ Yes ☐ No ☐ No Facility	☐ Yes ☐ No ☐ No Facility

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

Measure of Effectiveness	
Was yes answered for all activities in Column 2 above?	☐ Yes (BMP effective) ☐ No (See below) ☒ N/A (No activity)
Describe the reason that an activity does not have an approved SWM plan and any necessary program modifications to the BMP to ensure an approved plan is obtained. If no modifications are needed, provide rationale: N/A	
Was yes answered for all activities in Column 3 above?	☐ Yes (BMP effective) ☐ No (See below) ☒ N/A (No activity)
Describe the reason that an activity does not have an approved inspection and maintenance plan and any necessary program modifications to the BMP to ensure a plan is obtained. If no modifications are needed, provide rationale: N/A	

BMP 5.2 Stormwater management facility tracking and reporting (Section II B.5.e)

Description: CVCC will maintain an updated electronic database in Excel format of all known stormwater management (SWM) facilities that discharge into the MS4. The database will include:

- The SWM facility ID #;
- The stormwater management facility type;
- A general description of the facility's location, including the address or latitude and longitude;
- The acres treated by the facility, including total acres, as well as the breakdown of pervious and impervious acres;
- The date the facility was brought online (MM/YYYY);
- The sixth order hydrologic unit code (HUC) in which the stormwater management facility is located;
- The name of any impaired water segments within each HUC listed in the 2010 § 305(b)/303(d) Water Quality Assessment Integrated Report to which the stormwater management facility discharges;
- Whether the stormwater management facility is operator-owned or privately-owned;
- The date of the last inspection.

Upon final inspection of a newly constructed stormwater management facility, the facility will be included within the database.

Necessary documentation for implementation: (1) Updated SWM Tracking and Reporting Excel database; (2) Completed inspection checklist forms (see BMP 5.3).

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objective is to maintain an updated record of all of the SWM facilities. The expected result is that the list will be utilized to assist with implementation of BMP 5.3 and will be maintained as new SWM facilities come online.

Implementation schedule: The implementation of this BMP will be on-going as inspections are performed as specified for each BMP in the BMP database.

Method to determine effectiveness: Effectiveness will be measured by the completeness of the annually reported database.

BMP 5.2 Annual Reporting Form	
Stormwater Management Facility Tracking and Reporting*	
Did any new SWM facilities come on-line during the reporting year? (yes/no)	☐ Yes ☒ No
If yes, was the electronic database updated? (yes/no)	☐ Yes ☐ No ☒ N/A (No new facilities)
If no, explain why the database was not updated: N/A	

* Provided as electronic database with annual report in Excel format and hard copy as Appendix D.

Measure of Effectiveness	
Is the database complete to include all of the attributes for each new SWM facility described above in this BMP?	☐ Yes (BMP effective) ☐ No (See below) ☒ N/A (No facilities)
Describe the reason that the database is incomplete and provide rationale that determines whether or not the BMP needs to be modified to ensure completion of the database: N/A	

BMP 5.3 Inspection, operation, and maintenance verification of SWM facilities (Section II B.5.c, d.3, 5)

Description: CVCC will perform long-term operations and maintenance of all stormwater management facilities on campus utilizing the inspection and maintenance plans obtained from implementation of BMP 5.1. Where inspection and maintenance plans are not available from approved SWM plans, CVCC will utilize BMP-specific inspection and maintenance instructions from the Virginia Stormwater Management Handbook or the CVCC Post-construction Stormwater Manual. Inspections will be performed either:

- As dictated on the schedule provided on the inspection and maintenance plans; or
- A minimum of once annually, whichever are the more frequent criteria.

Inspections will be performed using the BMP inspection and maintenance checklist, corresponding with the type of BMP, as provided in either the CVCC Post-construction Stormwater Manual or the latest edition of the Virginia Stormwater Management Handbook. The checklists provide lists of potential issues and methods to address the issue. Necessary maintenance identified during inspections will be conducted in a timely manner as indicated on the checklist or no later than the next scheduled inspection.

Necessary documentation for implementation: (1) BMP Database described in BMP 5.2; (2) BMP-specific Inspection and Maintenance Plan; (3) Completed BMP Specific inspection and maintenance checklist from the CVCC Post-construction Stormwater Manual or the Virginia Stormwater Management Handbook.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objective is to ensure the intended function of all SWM facilities through long-term maintenance. The expected result is completed inspection forms in accordance with the schedule described in the description above.

Implementation schedule: The implementation of this BMP will be on-going as inspections, operations, and maintenance are performed for each facility.

Method to determine effectiveness: Effectiveness will be measured by: (1) Completion of required inspections, as scheduled, and (2) timely maintenance once a maintenance issue is identified during inspections.

BMP 5.3 Annual Reporting Form
Stormwater Management Facility Inspection Record*
The following information is provided in SWM Facility database described in BMP 5.2: • SWM Facility ID # • Inspection Schedule (e.g., monthly, quarterly, annually) • Date(s) of inspection(s) for the reporting year • If inspected, any identified necessary maintenance per inspection form • If maintenance is necessary, type and date the maintenance was performed

* Provided as electronic database with annual report in Excel format and hard copy as Appendix D.

Measure of Effectiveness	
Do dates in the database indicate that inspections were performed as required for each BMP for the reporting year?	☒ Yes (BMP effective) ☐ No (See below)
Describe the reason for inspections that were not performed and provide rationale that determines whether or not the BMP needs to be modified to ensure completion of inspections: A SWM Facility inspection was performed outside of the 2015-2016 reporting year. CVCC will inspect the SWM Facility again for annual reporting purposes during the 2016-2017 reporting year.	
Do dates in the database indicate that maintenance was performed, where necessary, in a timely manner?	☐ Yes (BMP effective) ☒ No (See below) ☐ N/A (No Maint. Reqd.)
Describe the reason that maintenance was not performed in a timely manner (e.g., minor repair needed that does not affect function of the facility) and provide rationale that determines whether or not the BMP needs to be modified to ensure completion of inspections: A SWM Facility inspection was performed outside of the 2015-2016 reporting year. Maintenance will be performed in a timely manner.	

BMP 6.1 Pollution Prevention Procedures for Operations & Maintenance Activities (Section II B.6.a)

Description: CVCC will develop and implement comprehensive written procedures for good housekeeping and pollution prevention for daily operations and equipment maintenance within the CVCC Good Housekeeping/Pollution Prevention Program Manual. At a minimum the written procedures will include procedures that include the following goals:

- Prevent illicit discharges;
- Ensure the proper disposal of waste materials, including landscape waste;
- Prevent discharge of vehicle wash water to the storm sewer;
- Prevent the discharge of wastewater to the storm sewer;
- Require best management practices to filter water pumped from maintenance activities;
- Require best management practices to prevent pollutants in runoff from stored and stockpiled materials (e.g., soil stockpiles and salt storage);
- Prevent pollutant discharges from leaking college automobiles and equipment; and
- Ensure application of materials, such as pesticides, is conducted in accordance with manufacturer's specifications.

Effective implementation will be supported with a campus-specific Stormwater Pollution Prevention Plan (SWPPP) as described in BMP 6.2, evaluated with a campus compliance evaluation as described for the measure of effectiveness for BMP 3.4, and the Pollution Prevention training described in BMP 6.3a.

Necessary documentation for implementation: (1) CVCC Good Housekeeping/Pollution Prevention Program Manual; (2) Campus-specific SWPPP; (3) Training documentation; (4) Completed Comprehensive Campus Evaluation form. All documentation is incorporated into the CVCC Good Housekeeping/Pollution Prevention Program Manual.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objective is to minimize or prevent pollutant discharges from campus operations and maintenance activities. The expected result is campus staff adherence to the CVCC Good Housekeeping/Pollution Prevention Program Manual during daily activities.

Implementation schedule: The Good Housekeeping/Pollution Prevention Program Manual is complete. Training will be provided annually, with the initial training performed by July 1, 2015. Campus evaluations will be performed with the schedule described in BMP 6.2.

Method to determine effectiveness: Effectiveness will be measured by the results of the annual comprehensive campus compliance evaluation, with the initial evaluation performed in the spring of 2015, as described in BMP 6.2. Measure of effectiveness for this BMP will be the same as described for BMP 3.4.

BMP 6.1 Annual Reporting Form	
Good Housekeeping/Pollution Prevention Program Manual	
Has a Good Housekeeping/Pollution Prevention Program Manual been developed? (yes/no)	☒Yes ☐No
If no, explain why: N/A	

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

Measure of Effectiveness
See measure of effectiveness for BMP 3.4 and BMP 6.2.

BMP 6.2 Campus Stormwater Pollution Prevention Plan (Section II B.6.b)

Description: CVCC will develop and implement a campus-specific Stormwater Pollution Prevention Plan (SWPPP) that identifies areas on campus having a potential for the discharge of chemicals and other materials to stormwater. The SWPPP will include:

- Mapping that identifies all outfalls, direction of flows, existing source controls, and receiving water bodies;
- A discussion and checklist of potential pollutants and pollutant sources;
- A discussion of all potential non-stormwater discharges;
- Written procedures, or reference to written procedures, designed to reduce and prevent pollutant discharge;
- A description of the applicable training described in BMP 6.3;
- Procedures to conduct an annual comprehensive campus compliance evaluation; and
- An inspection and maintenance schedule for site specific source controls. The date of each inspection and associated findings and follow-up shall be logged in each SWPPP.

The SWPPP will provide instruction for updates, as necessary, to reflect changes on campus, modifications to operations and maintenance procedures, or short-comings resulting in a reportable spill. Inspection forms will be completed in accordance with the prescribed schedule within the SWPPP and maintained on file with the Facilities Manager.

Necessary documentation for implementation: (1) CVCC Good Housekeeping/Pollution Prevention Program Manual; (2) Campus Specific SWPPP; (3) Completed annual comprehensive site compliance evaluation forms. All documentation is incorporated into the CVCC Good Housekeeping/Pollution Prevention Program Manual.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objective and expected result is to minimize or prevent pollutant discharges from campus facilities through adherence to the campus specific SWPPP.

Implementation schedule: CVCC has incorporated areas of each campus with potential for the discharge of chemicals and other materials into stormwater in a campus-wide SWPPP. The annual comprehensive campus compliance evaluation will be completed in the spring of each year beginning in 2015.

Method to determine effectiveness: Effectiveness will be measured by: the results of the annual comprehensive campus compliance evaluation; measure of effectiveness for this BMP will be the same as described for BMP 3.4.

BMP 6.2 Annual Reporting Form	
Stormwater Pollution Prevention Plan	
Has a SWPPP been completed for each high priority facility identified in the BMP?	☒Yes ☐No
If no, explain: N/A.	
Did any changes on high priority facilities that could potentially affect stormwater runoff occur during the reporting year (e.g., new outfalls, facilities)? (yes/no)	☒Yes ☐No
If yes, are the changes reflected in the SWPPP? (yes/no)	☐Yes ☒No ☐N/A
If the changes were not reflected, explain why: CVCC will update the map to include the new outfalls.	

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

Measure of Effectiveness Form	
Results from Comprehensive High Priority Site Compliance Evaluations	
Total number of recurring items originating from site-specific activities identified in year 2 of SWPPP evaluation*:	0
Total number of recurring items originating from site-specific activities identified in year 3 of SWPPP evaluation:	N/A
Total number of recurring items originating from site-specific activities identified in year 4 of SWPPP evaluation:	N/A
Has the # of recurring items trended downward or remained at zero from year to year?	☒ Yes (BMP effective) ☐ No (See below) ☐N/A
If no, discuss the specific recurring items and describe how the BMP can be modified to improve effectiveness to specifically address recurring items (e.g., improved training, improved inspection form) or describe why modification is not necessary: N/A	
* Note that measure of effectiveness begins in year 2 after performing evaluations since recurring items would not be available until the 2nd year.	
Were any illicit discharges reported or identified in the reporting forms for BMPs 3.2 and 3.3 found to originate from high-priority facility activities?	☐ Yes (See below) ☒ No (BMP effective) ☐N/A
If yes, describe how the BMP can be modified to improve effectiveness to specifically address the cause of the illicit discharge(s) or describe why modification is not necessary: N/A	

BMP 6.3a Employee Good Housekeeping/Pollution Prevention Training Plan (Section II B.6.d)

Description: CVCC Good Housekeeping/Pollution Prevention and IDDE Program Manuals incorporate written training plans, including a schedule of training events. The Program Manuals will serve as the training material and forms will be used to document training and list relevant staff for the following specific training:

- Annual training to relevant field personnel in the recognition and reporting of illicit discharges. Training will utilize the IDDE Manual described in BMP 3.3; and
- Annual training to relevant employees in good housekeeping and pollution prevention practices that are to be employed during road and parking lot maintenance and around maintenance and operations facilities. Training will utilize the CVCC Good Housekeeping/Pollution Prevention Program Manual described in BMP 6.1.

The plan will also require the following:

- Training or certification in spill response for emergency response employees; and
- Training or certification for applying pesticides and herbicides in accordance with the Virginian Pesticide Control Act (§ 3.2-3900 et seq. of the Code of Virginia) for employees performing applications.

Training required by the General Permit that is not applicable to CVCC includes the following:

- Training to employees in and around recreational facilities; and
- Certifications as required under the Virginia Erosion & Sediment Control Law (See BMPs 4.1 and 4.3).

Necessary documentation for implementation: (1) Training documentation or appropriate certifications for employees; (2) CVCC IDDE Manual; (3) CVCC Good Housekeeping/Pollution Prevention Program Manual.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objective is to ensure effective training on the procedures provided in the Good Housekeeping/Pollution Prevention and IDDE Program Manuals and to have them carried out during employee daily operations. The expected result is well-trained employees that minimize pollutant discharges through good housekeeping practices and IDDE screening and source identification and elimination.

Implementation schedule: The written training plan is complete and incorporated in the CVCC Good Housekeeping/Pollution Prevention and IDDE Program Manuals. Training and certification requirements will occur annually.

Method to determine effectiveness: Effectiveness will be measured by the results of a "Knowledge Check" quiz that will be taken by each employee that takes the training. The "Knowledge Check" quiz in provided in the Appendix of the Good Housekeeping/Pollution Prevention Program Manual.

BMP 6.3a Annual Reporting Form	
Training Plan	
Has the CVCC annual written training plan been developed? (yes/no)	☒Yes ☐No
Training & Certifications	
Has employee training been provided? (yes/no)	☒Yes ☐No
If no, explain: N/A	
Date of latest training to relevant field personnel in the recognition and reporting of illicit discharges:	07/19/2016
Number of employees that participated in the latest training in the recognition and reporting of illicit discharges:	11
Date of last training to relevant employees in good housekeeping and pollution prevention practices:	07/19/2016
Number of employees that participated in the latest training in good housekeeping and pollution prevention practices:	11
Do the number of individuals reported above that participated in training represent all employees that conduct daily activities that could potentially affect stormwater runoff? (yes/no)	☒Yes ☐No
If no, explain: N/A	
Did any employees apply pesticides and herbicides? (yes/no)	☐Yes ☒No
If yes, identify the employee and their certification: N/A	
Provide a summary of the training or certification program provided to emergency response employees that includes training in spill response: Emergency and spill response training are included in the training described above. The fire department is notified in the case of need for a major spill response.	

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

Measure of Effectiveness	
Did scores from the “Knowledge Check” quiz improve from the previous training? (yes/no)	☐ Yes (BMP effective) ☐ No (See below) ☒ N/A
If no, describe modifications to the BMP to increase effectiveness (e.g., training frequency, training material, etc.): The "Knowledge Check" is part of the updated training plan that began with the 2015-2016 reporting year annual training.	

BMP 6.3b Contractor Certification for Pollution Prevention (Section II B.6.d.4)

Description: CVCC will require, through contract language, the certification for contractors applying pesticides and herbicides in accordance with the Virginia Pesticide Control Act (§ 3.2-3900 et seq. of the Code of Virginia). Contract language will require contractors to provide proof of the appropriate certification prior to contract execution.

Necessary documentation for implementation: (1) Contract language; (2) Proof of certifications.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objectives are to ensure the proper application of pesticides and herbicides. The expected result is that contractors used by the college will have appropriate certifications for application of pesticides and herbicides.

Implementation schedule: CVCC will develop and begin implementation of contract language.

Method to determine effectiveness: Effectiveness will be measured by evaluation of trends in confirmed reports of illicit discharge related to herbicides and pesticides.

BMP 6.3b Annual Reporting	
Pesticides and Herbicides	
Number of contracts executed during the reporting year that includes application of pesticides and herbicides?	1
Was proof of certification provided for each contract that includes the application of pesticides and herbicides? (yes/no or N/A)	☒ Yes ☐ No ☐ N/A
If no, explain:	N/A

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

Measure of Effectiveness	
Were any illicit discharges related to herbicides and pesticides application by contractors reported or identified in the reporting forms for BMPs 3.2 and 3.3?	☐ Yes (See below) ☒ No (BMP effective)
If yes, describe how the BMP can be modified to improve effectiveness to specifically address the cause of the illicit discharge(s) or describe why modification is not necessary: N/A	

BMP 6.4 Turf and Landscape Management (Section II B.6.c)
Description: CVCC is regulated under §10.1-104.4 of the Code of Virginia and therefore will continue to implement the DEQ approved and campus-specific Nutrient Management Plan (NMP) prepared by a Certified Nutrient Management Planner. Fertilizer application records will be maintained with each application using the application record provided in the NMP. In addition, CVCC will not apply any deicing agent containing urea or other forms of nitrogen or phosphorus to parking lots, roadways, and sidewalks, or other paved surfaces. **Necessary documentation for implementation:** (1) CVCC Nutrient Management Plan; (2) Completed Fertilizer Application Record; (3) Ingredients of deicers used on campus. **Responsible individual for implementation:** CVCC Facilities Manager **Objectives and expected results in meeting measurable goals:** The objective is to avoid excessive application of nutrients where applied on campus. The expected results are reduction of downstream impacts from nutrient loads. **Implementation schedule**: The NMP will continue to be implemented. **Method to determine effectiveness:** Effectiveness will be measured by the implementation of the NMP through completion of the application record and periodic updates to the NMP to make necessary adjustments based on soil conditions.

BMP 6.4 Annual Reporting Form		
Nutrient Management Plans		
Were nutrients used during the reporting year?	☐ Yes ☒ No	If no, no further reporting necessary for this BMP
Total acreage of lands where nutrient management plans are required:		19.41
Acreage of lands upon which nutrient management plans have been implemented:		19.41
Date of last NMP update:		December 2015

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

Measure of Effectiveness	
Was the NMP's fertilizer application record maintained and in adherence to the NMP? (yes/no)	☐ Yes (BMP effective) ☒ No (See below)
If no, describe how the BMP can be modified to improve effectiveness. Provide rationalization for modification or if modification is deemed unnecessary. CVCC did not apply any nutrients during the reporting year, therefore no records were required to be maintained.	

BMP 6.5 Contractor Safeguards to Ensure Program Consistent Measures and Procedures (Section II B.6.e)

Description: CVCC will use contract language that references sections within the CVCC Good Housekeeping/Pollution Prevention Program Manual to require campus contractors to use appropriate control measures and procedures for stormwater discharges, when applicable. Oversight will be provided through periodic inspections using a contractor inspection form provided in the Manual. Contract language will require contractors to address items identified during inspections within a time period appropriate to prevent the potential of non-stormwater discharges. The contract language will also allow the college to stop-work, address the problem, and recoup cost for the remedy from the contractor.

Contract language described in this BMP is not intended for regulated land disturbance activity addressed with BMPs 4.1, 4.2, and 4.3.

Necessary documentation for implementation: (1) CVCC Good Housekeeping/Pollution Prevention Program Manual; (2) Completed inspection forms; (3) Contract language.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objective and expected result is to minimize or prevent pollutant discharges from contractor activities.

Implementation schedule: CVCC will develop and implement contract language to require contractors to use appropriate control measures and procedures for stormwater discharges.

Method to determine effectiveness: Effectiveness will be measured by the inspection results specific to work performed by contractors, the responsiveness of contractors to address observed issues, and reported illicit discharges originating from contracted work on campus.

BMP 6.5 Annual Reporting Form	
Contractor Safeguards	
Has contract language, as described above, been included in contracts with all contractors where the work performed could require appropriate control measures and procedures for stormwater discharges? This does not include regulated land disturbance activity addressed with BMPs 4.1, 4.2, and 4.3 (yes/no)	☒ Yes ☐ No
If no, explain: N/A	
Were periodic inspections performed to ensure oversight? (yes/no)	☐ Yes ☒ No ☐ N/A (no contracts)
If no, explain: Contract language was incorporated into contracts outside of the 2015-2016 reporting year. CVCC will continue implementation of contract language during the 2016-2017 reporting year	

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

Measure of Effectiveness	
Were any illicit discharges related to contracted work on campus (other than regulated land disturbance activity) reported or identified in the reporting forms for BMPs 3.2 and 3.3?	☐ Yes (See below) ☒ No (BMP effective)
If yes, describe how the BMP can be modified to improve effectiveness to specifically address the cause of the illicit discharge(s) or describe why modification is not necessary: N/A	

3.2 Special Conditions for the Chesapeake Bay TMDL

BMP CB-SC.1 Chesapeake Bay TMDL Action Plan (Section I C.2)

Description: CVCC will develop a phased Chesapeake Bay TMDL Action Plan that incorporates public comment and includes:

- A review of the Program Plan BMPs described in Section 3.1 for consistency with the TMDL and for the purpose of identifying necessary modifications;
- An estimate of the annual POC loads discharged from the existing sources as of June 30, 2009, based on the 2009 progress run;
- An estimate of the total reductions necessary to reduce the annual POC loads from existing sources to the L2 implementation level;
- The means and methods that will be utilized to implement sufficient reductions from existing sources equal to 5.0% of the estimated total reductions necessary;
- Mechanism to address any modification to the TMDL or watershed implementation plan that occurs during the term of this state permit as part of its permit reapplication and not during the term of this state permit;
- An estimate of the expected costs to implement the requirements of this special condition during the state permit cycle;
- An opportunity for receipt and consideration of public comment regarding the draft Chesapeake Bay TMDL Action Plan; and
- A draft second phase Chesapeake Bay TMDL Action Plan designed to reduce the existing pollutant load by an additional 35%.

The TMDL Action Plan development will consider DEQ's Chesapeake Bay TMDL Action Plan Guidance. Additional BMPs will be included in this Section of the Program Plan to include the identified means and methods.

Necessary documentation for implementation: (1) Chesapeake Bay TMDL Action Plan; (2) Documentation of public participation; (3) CVCC Program Plan updates, as necessary.

Responsible individual for implementation: CVCC Facilities Manager

Objectives and expected results in meeting measurable goals: The objective is to achieve reductions required by the Chesapeake Bay TMDL for sediment, phosphorus, and nitrogen. The expected result is the development of a TMDL Action Plan.

Implementation schedule: The Chesapeake Bay TMDL Action Plan was developed by July 1, 2015. The schedule developed in the TMDL Action Plan will be implemented thereafter.

Method to determine effectiveness: Effectiveness will be determined by the selection of cost effective BMPs supported by model quantification to achieve the required pollutant reductions.

BMP CB-SC.1 Annual Reporting Form	
Chesapeake Bay TMDL Action Plan	
Has the CVCC Chesapeake Bay TMDL Action Plan been developed?	☒ Yes ☐ No
If no, please explain and provide expected date of completion: N/A	
Method to receive and consider public comment, including dates: The Action Plan was posted on CVCC's stormwater webpage for approximately 14 days. An email was sent to students, faculty, and staff with a link to where comments could be provided.	
Date of TMDL Action Plan submittal to DEQ: The Action Plan was submitted to DEQ on October 1, 2015.	
Does quantification demonstrate the selected means and methods in the completed TMDL Action Plan can achieve the required reductions?	☒ Yes ☐ No

Necessary documents for implementation are not provided in the annual report, but will be retained on file for 3 years.

Implementation	
Chesapeake Bay Action Plan	
Has the proposed Bioretention in Section 4.1 of the Chesapeake Bay TMDL Action Plan been installed?	☐ Yes ☒ No
If no, please explain progress and provide expected date of completion: CVCC has contracted a consulting firm to design the proposed Bioretention Basin. Per Section 4.1 of the CVCC Chesapeake Bay TMDL Action Plan, the proposed bioretention is not required to be constructed until the 2017-2018 reporting year.	

Measure of Effectiveness	
Does quantification demonstrate the selected means and methods in the completed TMDL Action Plan can achieve the required reductions in the required time frames?	☒ Yes ☐ No
If no, explain how the TMDL Action Plan can be modified to achieve the required reductions in the required time frames: N/A	

Appendix A – BMP 1.2 Documentation of Public Education and Outreach Activities

Maunette Makowski

From: Lewis Bryant, III <BryantL@CVCC.VCCS.EDU>
Sent: Monday, September 12, 2016 1:41 PM
To: CV-Students@lists.vccs.edu; everyone
Cc: Sara Rilveria; Lewis Bryant, III; Ron Parker
Subject: Required Distribution of Pamphlet - MS4
Attachments: CVCC PEOP Emailable Brochure.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

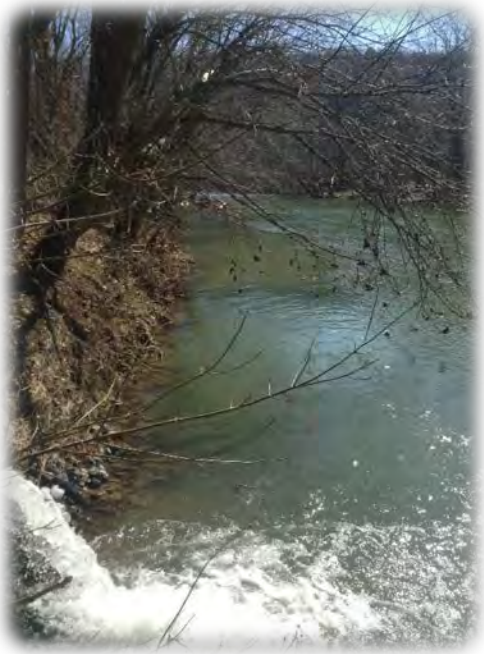
I am contacting you to furnish you with a copy of the attached public information that we are required to provide to the college community. This is for your information. Please review.

Lewis Bryant

Vice President of Financial & Administrative Services
Central Va. Community College
3506 Wards Road
Lynchburg Va. 24502
434-832-7615

Central Virginia Community College
Where your future begins

Stormwater Runoff Impacts



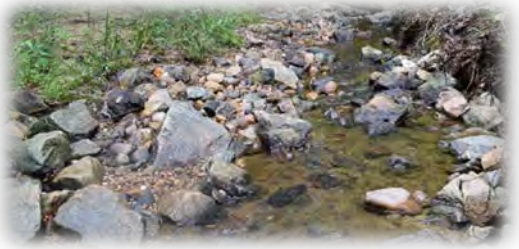
For additional information regarding stormwater or to report an illicit discharge, please contact the Director of Facilities.

What Is Stormwater Runoff?

Stormwater runoff is precipitation such as rain or snow that does not soak into the ground. Impervious surfaces such as driveways, parking lots, roofs, sidewalks and roads prevent stormwater runoff from naturally soaking into the ground. Stormwater runoff flows over vegetated areas and impervious surfaces into the storm sewer system and ultimately a natural waterway.

Why is Stormwater Important?

As stormwater runoff flows over vegetated areas and impervious surfaces, it picks up pollutants such as pesticides, pet waste, oil and debris along the way. These pollutants are then carried through the storm sewer system and discharged to natural waterways. Urban stormwater runoff is the number one source of surface water pollution in the United States, causing public safety hazards, health risks and environmental threats.



What is an Illicit Discharge?

Any substance other than stormwater that enters the storm sewer system or receiving waters is considered an illicit discharge. Many illicit discharge sources originate from maintenance facilities or construction sites, such as vehicle maintenance areas or equipment washout bays. Daily activities at these sites, specific spill incidents, or illegal dumping can result in illicit discharges. Examples of source pollutants include automotive fluids, paints, solvents, pesticides and herbicides, sediment, and trash.

Exceptions are made for non-stormwater discharges that do no significantly contribute pollutants to the storm sewer system, including fire-fighting activities, water line flushing, and landscape or lawn irrigation. These discharges may flow into the storm sewer or waterway without consequence.

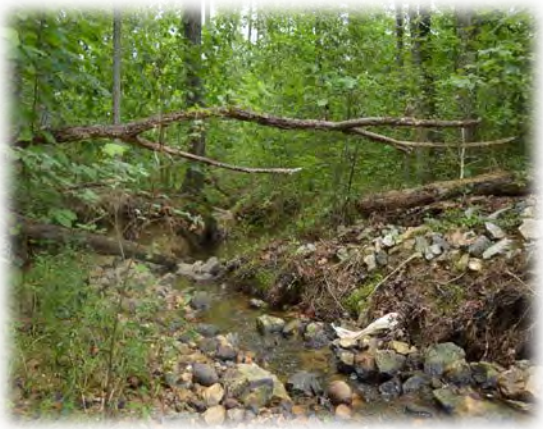
Illicit discharges are significant due to the threat stormwater pollution poses to public safety, public health, and the environment. Due to the importance of reducing and preventing stormwater pollution, illicit discharges, potential sources for illicit discharges, and illegal dumping should be reported to the locality immediately so that appropriate corrective actions can be taken. Corrective and/or legal actions are taken as necessary.

How Can I Report an Illicit Discharge?

If you see an illicit discharge, a potential source for an illicit discharge, or witness illegal dumping, you should contact the Director of Facilities.

How Can I Help Reduce Stormwater Pollution?

- Pick up and properly dispose of pet waste
- Appropriately clean up vehicle fluid leaks and spills
- Properly dispose of hazardous substances such as automotive oil, cooking oil, paint, cleaners, etc.
- Exercise caution when using pesticides, herbicides, and fertilizers
- Report illicit discharges, potential illicit discharge sources, and any illegal dumping



Stormwater Issues?

Flooding: Stormwater runoff from intense rainfall can at times exceed the carrying capacity of the stormwater pipe system, creating a backup in the system which can lead to the flooding of roads, yards and structures.

Pollution: When rain falls, stormwater flows across grass and impervious surfaces such as sidewalks, driveways, parking lots, rooftops and roads. It mobilizes contaminants such as animal waste, chemicals, pesticides, trash and sediment. These contaminants are then transported downstream to streams, rivers and ultimately the ocean.

Water quality: Stormwater runoff is a leading cause of nutrient contamination, predominately responsible for algae blooms and low oxygen levels, which can result in fish kills and elimination of native vegetation.

Soil erosion: Uncontrolled stormwater rapidly increases the amount of water flowing into a stream, which can wash away stream banks and over time, cut streambeds down deeper to bedrock.

CVCC's Stormwater Program

The U.S. Environmental Protection Agency (EPA) and the Virginia Department of Environmental Quality (DEQ) regulate stormwater and require most localities to implement and maintain a comprehensive stormwater management program. CVCC has a Municipal Separate Storm Sewer System (MS4) permit, which further obligates the college to manage their stormwater runoff and achieve an allocation of pollutant reductions. CVCC is required to meet specific pollutant TMDL (total maximum daily load) reductions for nitrogen, phosphorus, sediment, and E. coli. CVCC is working to implement measures that improve water quality in its waterways. Some of these measures include:

- Construction of a new stormwater management facility.
- Storm drain inspections to screen for illicit discharges
- Employee and public education on pollutants in stormwater runoff to help determine pollutant sources and increase public awareness.

Please visit CVCC's stormwater website at **https://www.cvcc.vccs.edu/Facilities/** for more detailed information or contact the Director of Facilities.

Appendix B - BMP 2.2 Documentation of Public Involvement/Participation Activities

From: Ron Parker
To: Sara Rilveria
Cc: Lewis Bryant, III; Teri Brothers; Kathye Herndon
Subject: FW: Discussion w/ Tom Bushley/ MS4 Public Particaption
Date: Friday, September 23, 2016 7:29:28 AM
Attachments: image001.jpg

Sara I did get another reply, but Theresa father just passes away and she will not be back until next week.
Thanks

Ronald R. Parker
Facilities Management
Office 434-832-7740
Cell 434-660-5931
parkerr@cvcc.vccs.edu
Central Virginia College
3506 Wards Road
Lynchburg VA. 24528

From: Teresa Ranson
Sent: Thursday, September 22, 2016 11:50 PM
To: Ron Parker <ParkerR@CVCC.VCCS.EDU>
Subject: Re: Discussion w/ Tom Bushley/ MS4 Public Particaption

I do info from Tom on this and can get it to you middle of next week. He did attend my classes and give a presentation.

Teresa H. Ranson
Instructor of Biology & Environmental Science
Central Virginia Comm College
3506 Wards Rd.
Lynchburg, VA 24502
ransont@cvcc.vccs.edu
(434) 832-7714

Tug on anything at all and you'll find it connected to everything else in the universe. ***John Muir***

From: Ron Parker
Sent: Thursday, September 22, 2016 10:10:29 AM
To: Teresa Ranson; Tim Rhoads; Donald Bowman; Jeff Laub; Cindy Wallin
Cc: Lewis Bryant, III; Kathye Herndon; Teri Brothers
Subject: FW: Discussion w/ Tom Bushley/ MS4 Public Particaption

Good Morning
Below is a email from Sara Rilveria with 3E who is working with us to make sure we are compliant with our MS4 Permit, if anyone has any information on this please send it to me and I will make sure

Sara gets it so she can include it with our Compliance Report for 2016.

Ronald R. Parker
Facilities Management
Office 434-832-7740
Cell 434-660-5931
parkerr@cvcc.vccs.edu
Central Virginia College
3506 Wards Road
Lynchburg VA. 24528

From: Sara Rilveria [mailto:srilveria@eee-consulting.com]
Sent: Wednesday, September 21, 2016 8:47 PM
To: Ron Parker <ParkerR@CVCC.VCCS.EDU>
Cc: Chris Schrinel <cschrinel@eee-consulting.com>; Teri Brothers <BrothersT@CVCC.VCCS.EDU>; Lewis Bryant, III <BryantL@CVCC.VCCS.EDU>
Subject: Discussion w/ Tom Bushley

Ron,

My coworker, Chris Schrinel called Tom Bushley and asked him about any Public Participation efforts that he may have done. He said that in February of 2016 he attended a Biology class and an Environmental Science class and had a discussion with the students about CVCC's MS4 Program and handed them brochures. Do you think you could contact the professors for those two classes to see if they have any emails, a schedule, class roster for that day or a syllabus that demonstrate proof that Tom performed these two events that we can include in the annual report?

Sara Rilveria
Landscape Architect

8525 Bell Creek Road
Mechanicsville, VA 23116
Office: 804.442.3330 xt. 286
Cell: 757.345.8677
srilveria@eee-consulting.com

From: Ron Parker
To: Sara Rilveria
Subject: FW: Discussion w/ Tom Bushley/ MS4 Public Particaption
Date: Thursday, September 22, 2016 3:17:20 PM
Attachments: image001.jpg

Got this from one of our teachers today see comment below
Ronald R. Parker
Facilities Management
Office 434-832-7740
Cell 434-660-5931
parkerr@cvcc.vccs.edu
Central Virginia College
3506 Wards Road
Lynchburg VA. 24528

From: Tim Rhoads
Sent: Thursday, September 22, 2016 2:59 PM
To: Ron Parker <ParkerR@CVCC.VCCS.EDU>
Subject: RE: Discussion w/ Tom Bushley/ MS4 Public Particaption

I don't have any documentation, but I can tell you that Tom did come to my Env Sci lab and speak for about 10 minutes to the students.

From: Ron Parker
Sent: Thursday, September 22, 2016 10:10 AM
To: Teresa Ranson <RansonT@CVCC.VCCS.EDU>; Tim Rhoads <RhoadsT@CVCC.VCCS.EDU>; Donald Bowman <BowmanD@CVCC.VCCS.EDU>; Jeff Laub <LaubJ@CVCC.VCCS.EDU>; Cindy Wallin <WallinC@CVCC.VCCS.EDU>
Cc: Lewis Bryant, III <BryantL@CVCC.VCCS.EDU>; Kathye Herndon <HerndonK@CVCC.VCCS.EDU>; Teri Brothers <BrothersT@CVCC.VCCS.EDU>
Subject: FW: Discussion w/ Tom Bushley/ MS4 Public Particaption

Good Morning
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Ronald R. Parker
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Central Virginia College
3506 Wards Road

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To: Ron Parker <ParkerR@CVCC.VCCS.EDU>
Cc: Chris Schrinel <cschrinel@eee-consulting.com>; Teri Brothers <BrothersT@CVCC.VCCS.EDU>; Lewis Bryant, III <BryantL@CVCC.VCCS.EDU>
Subject: Discussion w/ Tom Bushley

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Sara Rilveria
Landscape Architect

8525 Bell Creek Road
Mechanicsville, VA 23116
Office: 804.442.3330 xt. 286
Cell: 757.345.8677
srilveria@eee-consulting.com

Appendix C - BMP 3.1 Outfall Inventory

Central Virginia Community College Outfall Inventory and Illicit Discharge Detection Inspection

Outfall ID	Area Draining to Outfall (Acres)	Estimated Impervious Area (Acres)	Receiving Water	Receiving Water Impaired (2010 303(d)/305(b))	HUC	Applicable TMDL(s)	Applicable POC(s)	Date of Last Screening	Summary of Screening Results	Details of Any Necessary Followup	Date of Followup Resolution
CVCC-1	1.69	1.6	Unnamed Tributary to Burton Creek	Not Assessed	JM10	Chesapeake Bay	Nitrogen, Phosphorous, and Sediment	8/23/2016	No IDDEs	N/A	N/A
CVCC-2	3.07	0.3	Unnamed Tributary to Burton Creek	Yes	JM10	Chesapeake Bay	Nitrogen, Phosphorous, Sediment and E.Coli	8/23/2016	No IDDEs	N/A	N/A
CVCC-3	5.9	2.9	Unnamed Tributary to Burton Creek	Yes	JM10	Chesapeake Bay	Nitrogen, Phosphorous, Sediment and E.Coli	8/23/2016	No IDDEs	N/A	N/A
CVCC-4	2.29	1.5	Unnamed Tributary to Burton Creek	Yes	JM10	Chesapeake Bay	Nitrogen, Phosphorous, Sediment and E.Coli	8/23/2016	No IDDEs	N/A	N/A
CVCC-5	0.63	0.5	Unnamed Tributary to Burton Creek	Yes	JM10	Chesapeake Bay	Nitrogen, Phosphorous, Sediment and E.Coli	8/23/2016	No IDDEs	N/A	N/A
CVCC-6	0.81	0.7	Unnamed Tributary to Burton Creek	Yes	JM10	Chesapeake Bay	Nitrogen, Phosphorous, Sediment and E.Coli	8/23/2016	No IDDEs	N/A	N/A
CVCC-7	1.67	0.8	Unnamed Tributary to Burton Creek	Yes	JM10	Chesapeake Bay	Nitrogen, Phosphorous, Sediment and E.Coli	8/23/2016	No IDDEs	N/A	N/A
CVCC-8	2.35	2	Unnamed Tributary to Burton Creek	Yes	JM10	Chesapeake Bay	Nitrogen, Phosphorous, Sediment and E.Coli	8/23/2016	No IDDEs	N/A	N/A
CVCC-9	3.13	2.8	Unnamed Tributary to Burton Creek	Yes	JM10	Chesapeake Bay	Nitrogen, Phosphorous, Sediment and E.Coli	8/23/2016	No IDDEs	N/A	N/A
CVCC-10	3.13	2.8	Unnamed Tributary to Burton Creek	Yes	JM10	Chesapeake Bay	Nitrogen, Phosphorous, Sediment and E.Coli	8/23/2016	No IDDEs	N/A	N/A
CVCC-11	1.23	1.1	Unnamed Tributary to Burton Creek	Yes	JM10	Chesapeake Bay	Nitrogen, Phosphorous, Sediment and E.Coli	8/23/2016	No IDDEs	N/A	N/A
CVCC-12	0.47	0.3	Unnamed Tributary to Burton Creek	Yes	JM10	Chesapeake Bay	Nitrogen, Phosphorous, Sediment and E.Coli	8/23/2016	No IDDEs	N/A	N/A
CVCC-13	0.47	0.3	Unnamed Tributary to Burton Creek	Yes	JM10	Chesapeake Bay	Nitrogen, Phosphorous, Sediment and E.Coli	8/24/2016	No IDDEs	N/A	N/A
CVCC-14	1.89	1	Unnamed Tributary to Burton Creek	Not Assessed	JM10	Chesapeake Bay	Nitrogen, Phosphorous, and Sediment	8/23/2016	No IDDEs	N/A	N/A

Appendix D – BMP 5.2 SWM Facility Tracking Database

(Electronic Database Provided as Enclosure)

Central Virginia Community College Stormwater Facility Inventory

Facility #	Latitude	Longitude	Type or Facility	Total Acres Treated	Pervious Area	Impervious Area	Date Facility Brought Online	HUC	Receiving Water Impaired (2010 303(d)/305(b))	Publically or Privately Owned?	Does a Maintenace Agreement Exist?	Date of last Inspection	Was maintenance required?	If maintenace required, was it performed in a timely manner?	# Inspections Completed During Reporting Year
CVCC-SWM-1	37°21'27.9"N	79°11'07.2"W	Dry Detention Basin	1.89	0.89	1	6/30/2005	JM10	No	Public	No	8/23/2016	Yes	To be completed	1