



**VSMP General Permit for
Small Municipal Separate Storm Sewer Systems
Permit # VAR040037**

Program Year Two Annual Report

July 2014 – June 2015

James City County



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INTRODUCTION

An annual report is hereby submitted for James City County's General Permit for Small Municipal Separate Storm Sewer Systems (MS4). The report presents information in accordance with Section II.E.3 of the Small MS4 General Permit from the Virginia Department of Environmental Quality (DEQ). The majority of the report consists of the MS4 Program Plan spreadsheet developed and submitted to DEQ on September 6, 2013, and revised on August 27, 2014, and March 25, 2015. The spreadsheet presents information related to the various Program Plan measurable goals with the accomplishments of Program Year 2 beginning on July 1, 2014, and extending to June 30, 2015. Unless otherwise noted, the information submitted in the report is for the entire county not just the MS4 (regulated) area.

a. *Background Information*

- 1) James City County General Permit Number #VAR040037
- 2) Annual Report Permit Year Two – July 1, 2014 to June 30, 2015
- 3) The modifications to the County's roles and responsibilities under the permit include the discontinuance of the Consent Order between the James City Service Authority (JCSA) and DEQ.
- 4) There have been no new MS4 outfalls added within the County's MS4 area during this permit year.
- 5) The signed certification statement is included in Appendix A of this report.

b. *Status of compliance.* The status of compliance with the permit conditions, an assessment of the appropriateness of the identified best management practices, and progress toward achieving the identified measurable goals for each of the minimum control measures is summarized in Appendix B, and details are provided in subsequent appendices.

c. *Results of information collected.* The County began a volunteer benthic monitoring program in 2009. The data collected this program year represent the sixth year of the monitoring program. While this represents a relatively short monitoring period, some observations are possible.

- 1) Station PCUT07 on Warhill Park Complex – The data from this site suggests that, at this time, the stream maintains a marginal rating for water quality at this location.
- 2) Station PCLS04 on Warhill Park Complex near Adams Hunt subdivision – The data indicate that the site is stable and maintaining a large, diverse benthic insect population associated with a good water quality stream.
- 3) Station PCLT01 adjacent to the Pointe at Jamestown neighborhood –The data suggests that the benthic population in this stream reach have been diverse and abundant and generally scores well, but there are occasions of monitoring showing reduced water quality.
- 4) NEW. GCFP01 in Freedom Park on Centerville Rd shows signs of very healthy water quality with a diverse community of macroinvertebrates.
- 5) NEW. Upper County Park's new site, DCUT01 is showing signs of fair water quality and more data will be necessary to make determinations.

The County also has been collecting data related to E.coli bacteria since 2009 using the Coliscan method. There are nine sites sampled in two of the current streams with TMDLs on a monthly basis. Trends show water quality that routinely meets state standards.

- d. *Planned stormwater activities.* The following stormwater activities are programmed to be undertaken during the next reporting cycle – July 1, 2015 to June 30, 2016.
 1. MCM # 1 – Public Education and Outreach on Stormwater Impacts
 - a. With assistance from the citizen members of the Stormwater Program Advisory Committee, continue implementation of the County’s public education plan - Protect and restore our Clean Water Heritage Program - addressing prioritized water quality issues.
 - b. Continue implementation of the Turf Love and Garden Love programs educating property owners on nutrient management and rain garden installation.
 - c. Continue collaborative regional efforts through the Hampton Roads Planning District Commission, such as askhrgreen.org.
 2. MCM # 2 – Public Involvement and Participation
 - a. Continue to provide support and opportunity to volunteer water quality monitors, including both benthic monitoring and coliscan screening.
 - b. Continue implementation of the Clean Water Heritage grant program, encouraging upgrades and improvements to existing stormwater management facilities.
 - c. Continue to support the program’s citizen advisors through the Board-appointed Stormwater Program Advisory Committee.
 - d. Continue existing efforts for public input through the County website and advertised email addresses.
 - e. Support the Clean County Commission Annual Clean-up Activities.
 3. MCM # 3 – Illicit Discharge Detection and Elimination
 - a. Continue updating MS4 outfall mapping based on 2010 urbanized area.
 - b. Continue ongoing illicit discharge education efforts.
 - c. Continue dry weather screening of MS4 outfalls and investigate observed illicit discharges.
 - d. Continue to implement procedures and protocols used to detect and address illicit discharges to the MS4.
 - e. Review follow-up and enforcement procedures to ensure compliance with permit.
 4. MCM # 4 – Construction Site Stormwater Runoff Control
 - a. Continue to implement the program in accordance with state regulations.
 - b. Continue documenting policies and procedures for inspection, plan review, and enforcement.
 5. MCM # 5 – Post-Construction Stormwater Management in New Development and Development on Prior Developed Lands
 - a. Continue to implement the program in accordance with state regulations.
 - b. Continue documenting policies and procedures for inspection, plan review, and enforcement.
 - c. Complete the Ware Creek (James City County portion) watershed management plan and continue development of the York River (James City County portion) watershed management plan.
 - d. Continue to document procedures and protocols used to inspect and maintain County owned stormwater management facilities.

- e. Continue to perform annual inspection and maintenance efforts for County-owned stormwater management facilities.
- f. Continue ongoing inspection schedule for privately owner stormwater management facilities, including owner training and enforcement, as needed.
- 6. MCM # 6 – Pollution Prevention/Good Housekeeping for Municipal Operations
 - a. Begin implementation of stormwater pollution prevention plans for municipal fuel facilities with potential to contribute pollutants to the MS4 facility.
 - b. Implement updated procedures designed to minimize or prevent pollutants from daily activities, equipment maintenance and equipment storage.
 - c. Continue implementing current nutrient management plans and developing plans for additional acres.
 - d. Continue implementing Pollution Prevention Training Plan and Administrative Regulation 28 for municipal employees, customizing training to specific work-related needs.
- 7. TMDL Special Conditions
 - a. Continue development of TMDL action plans for the Warwick River (Skiffes Creek) bacteriological TMDL, approved by EPA on February 29, 2008, and the Mill Creek and Powhatan Creek watershed bacteriological TMDL, approved by EPA on April 28, 2009.
 - b. Continue implementation of the TMDL action plan for the Chesapeake Bay TMDL, addressing nitrogen, phosphorus and sediment, in accordance with DEQ Guidance Memorandum No. 15-2005.

e. *Changes to Best Management Practices.* The Program Plan has been updated to address the program requirements in Table 1 of the permit. Below are the additions required within 24 months of permit coverage.

- a. Special Conditions for Approved TMDL Other Than Chesapeake Bay – Updated TMDL Action Plans – There are no applicable updated TMDL action plans in this permit year as the County has no TMDLs approved before July of 2008.
 - b. Special condition for the Chesapeake Bay TMDL – The Chesapeake Bay TMDL Action plan is being provided as a separate document as per the request of DEQ.
 - c. MCM4 – Construction Site Stormwater Runoff Control –Stormwater Management Progressive Compliance and Enforcement, as specified in Section IIB5.
 - d. MCM6 – Pollution Prevention/Good Housekeeping for Municipal Operations – The Program Plan has been updated to include Daily Good Housekeeping Procedures as outlined in Section IIB6a.
- f. *Reliance on another government entity.* James City County continues to fund Virginia Cooperative Extension for their support in the Turf Love and Garden Love programs, as well as the HRPDC Stormwater Program.
- g. *Approval of Programs.* The James City County Engineering and Resource Protection Division has been approved by DEQ as a VSMP authority. A copy of an approval letter dated March 29, 2014 was submitted in PY1. (Pursuant to section IIC)
- h. *TMDL special conditions.* There are no applicable updated TMDL action plans in this permit year as the County has no TMDLs approved before July of 2008.

Appendix A

Signed Certification Statement

**CERTIFICATION STATEMENT AND SIGNATORY REQUIREMENTS
FOR MS4 PERMIT APPLICATIONS AND REPORTS**

As required by 9VAC25-870-370 B, all reports required by state permits, and other information requested by the board shall, be signed by a responsible official or by a duly authorized representative of that person. A responsible official is:

1. For a corporation: by a responsible corporate officer. For the purpose of this section, a responsible corporate officer means: (i) a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy-making or decision-making functions for the corporation, or (ii) the manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility, including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for state permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;
2. For a partnership or sole proprietorship: by a general partner or the proprietor, respectively; or
3. For a municipality, state, federal, or other public agency: by either a principal executive officer or ranking elected official. For purposes of this section, a principal executive officer of a federal agency includes (i) the chief executive officer of the agency, or (ii) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency.

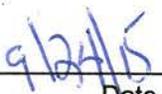
A person is a duly authorized representative only if:

1. The authorization is made in writing by a person described above;
2. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the company. A duly authorized representative may thus be either a named individual or any individual occupying a named position; and
3. The written authorization is submitted to the department.

CERTIFICATION

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


Responsible Official Signature


Date

VAR040037

James City County

Permit Number

MS4 Name

Appendix B

MS4 Program Plan PY2-3: July 1, 2014 – June 30, 2016

MCM 1 Public Education and Outreach on Stormwater Impacts							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
1.1	Participate in regional committees: askHRgreen.org, Regional Stormwater Management Committee (RSMC), and SW Phase II Subcommittee					askHRgreen.org Annual Report, MOA, HRPDC Regional Cooperation in Stormwater Management	
1.1a	<i>Regional Cooperation</i>	Maintain MOA with the HRPDC and participate in the regional processes, including the Regional Stormwater Management Program, the Stormwater Phase II Subcommittee, and askHRgreen.org	Maintain valid MOA	HRPDC and Stormwater Division	PY2 and ongoing	Hampton Roads Regional Stormwater Management Program Memorandum of Agreement (MOA)	MOA executed on July 1, 2014 and expires June 30, 2018. Current copy submitted in PY1.
1.1b	<i>askHRgreen.org</i>	Participate in at least 50% of askHRgreen.org Stormwater Education Subcommittee meetings	Number of meetings attended/Number of meetings held	Stormwater Division	Annually	Attendance List	5 meetings attended / 10 meetings held See Appendix C-1
1.1b1		Submit articles for askHRgreen.org blog on water quality improvement initiatives.	Number of articles submitted	askHRgreen.org Representative	Annually	askHRgreen.org website	2 Blog article submitted in PY2 on car washing BMPs and reducing cigarette litter. See askhrgreen.org
1.1b2		Post volunteer opportunities on askHRgreen.org calendar	Number and types of events submitted	askHRgreen.org Representative & HRPDC Environmental Educator	Annually	askHRgreen.org website	Spring Cleanups advertised on the askhrgreen.org calendar.
1.1c	<i>Stormwater Phase II Subcommittee</i>	Participate in at least 50% of monthly Stormwater Committee Meetings.	Number of meetings attended/Number of meetings held	Stormwater Division	Annually	Attendance List	9 meetings attended / 11 meetings held See Appendix C-1
1.2	Implement the James City County Stormwater Public Information Plan developed in PY1	As described in Plan	As described in Plan	Stormwater Program Advisory Committee and Stormwater Division	PY2 and ongoing	James City County Stormwater Public Information Plan	Stormwater Public Information Plan submitted to DEQ in PY1.
1.2a	<i>Protect and Restore Our Clean Water Heritage (CWH) Program</i>	Distribute County-specific information to identified target audiences through a new Clean Water Heritage website. Target audiences include managed turf properties, pet and septic system owners and painting and cleaning businesses (IDDE)	Number of direct mailings to target audiences and percentage of audience reached	Stormwater Division	PY2 and ongoing	www.jamescitycountyva.gov/cleanwater	508 items given to local pet-related businesses. 6 Pet waste stations given to local neighborhoods. 4,107 targeted mailings. See outreach document in Appendix C-1 for outreach details.
1.2b	<i>Promote CWH Program to educate citizens on hazards and legal implications of illegal discharges and improper disposal of waste</i>	General public outreach events	Number and type of events	Stormwater Division	PY2 and ongoing	Annual report	CWH promoted at 4 events. See outreach document in Appendix C-2 for outreach details.
1.2c	<i>Turf Love Nutrient Management Planning for Homeowners and Community-owned lands</i>	Provide soil testing and nutrient management plans directly to property owners in order to reduce the unnecessary use of fertilizers	Number of nutrient management plans, number of property owner contacts	Turf Love Team and Master Gardeners (Virginia Cooperative Extension)	Annually	Annual report	141 Nutrient Management Plans developed in PY2. 561 property owners contacted.
1.3	Implement the Regional Media Campaign to Address High Priority Issues	Participate in the askHRgreen.org regional media campaign which will make impressions with a stormwater message via print, television (local municipal access, cable and local affiliate), radio, and social media					In order to increase engagement with the askhrgreen.org media campaigns, the County is implementing the complementary Clean Water Heritage Program as described in 1.2.

MCM 1 Public Education and Outreach on Stormwater Impacts							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
1.3a	<i>Scoop the Poop campaign</i>	Make <i>Scoop the Poop</i> information and giveaways available at pet-related events as appropriate	Percentage of target audience reached through activities.	askHRgreen.org Stormwater Education Subcommittee	Annually	askHRgreen.org Annual Report	2,307 targeted mailings reaching >20% of target audience. See outreach document in Appendix C-1 for details.
1.3b	<i>Promote Lawn Care campaign</i>	Run media campaigns and make lawn care best management practice guides available.	Percentage of target audience reached through activities.	askHRgreen.org Stormwater Education Subcommittee	Annually	askHRgreen.org Annual Report	1163 targeted mailings reaching 20.8% of target audience. See outreach document in Appendix C-1 for details.
1.3c	<i>Promote FOG campaign</i>	Participate in the askHRgreen.org regional media campaign which will make impressions with a stormwater message via print, television (local municipal access, cable and local affiliate), radio, and social media	Percentage of target audience reached through activities.	askHRgreen.org Stormwater Education Subcommittee	Annually	askHRgreen.org Annual Report	Fog campaign run through Askhrgreen.org. See Askhrgreen.org annual report at http://askhrgreen.org/wp-content/uploads/2011/06/askHRgreen-FY15-Annual-Report.pdf
1.3d	<i>Relevant Message Implementation</i>	Conduct sufficient education and outreach activities designed to reach an equivalent 20% of each high priority audience.	Demographic, reach, frequency, & website click-through rates	askHRgreen.org Stormwater Education Subcommittee	Annually	askHRgreen.org Annual Report	In order to increase engagement with the askhrgreen.org media campaigns, the County is implementing the complementary Clean Water Heritage Program as described in 1.2.
1.3e	<i>Educate homeowners on the hazards of illegal discharges and improper disposal of waste</i>	Promote askHRGreen.org for list of locality contacts for citizens to report illegal discharges and to learn about proper disposal methods	Number of page visits	askHRgreen.org Stormwater Education Subcommittee	annually	askHRgreen.org/stormwater-runoff/	Askhrgreen.org reached an audience between 22% and 61.6% through media buys. See http://askhrgreen.org/wp-content/uploads/2011/06/askHRgreen-FY15-Annual-Report.pdf for the HRPDC annual report.
1.4	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Stormwater Division	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.

MCM 2 Public Involvement/Participation							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
2.1	Provide Public Notice of Program Plan and Modifications	Promote the availability of the operator's MS4 Program Plan and any modifications for public review and comment in accordance with public law.	Public notice of modifications.	Stormwater Division	Annually and as necessary	Virginia Code reference, updated plan	See http://www.jamescitycountyva.gov/cleanwater/ms4-Permit-Information.html
2.2	Make Program Plan and other Stormwater Program Information Available to Public	Provide the program plan, stormwater annual reports, the stormwater permit, and the stormwater ordinances on the County's website.	Public notice of modifications.	Stormwater Division	Ongoing	Program Plan, Annual Reports, Stormwater Permit and Ordinances	See http://www.jamescitycountyva.gov/cleanwater/ms4-Permit-Information.html
2.3	Promote and /or sponsor local activities to increase public participation in activities that improve water quality					James City County Stormwater Public Participation Plan	Public Participation Plan was submitted in PY1
2.3a	<i>Support the Stormwater Program (citizen) Advisory Committee</i>	Continue to secure citizen advice and recommendations through regularly scheduled public meetings of the Committee	Number of meetings and agendas	Stormwater Division	Six times per year	SPAC minutes and publications	6 meetings of the full committee, 3 meetings of drainage program development, 1 meeting of a BMP workshop; see spreadsheet in Appendix C-2
2.3b	<i>Clean Water Heritage Implementation Projects</i>	Conduct Clean Water Heritage implementation projects that promote water quality improvement through mini grant program for stormwater management facility owners	Number of funded projects and accomplishments	Stormwater Program Advisory Committee	Annually	Project documentation	15 Projects Implemented totalling \$14,695.03. See detail in Appendix C-2
2.3c	<i>Volunteer Water Quality Monitoring</i>	Provide equipment and training to citizens interested in monitoring County water bodies for biological health, fecal coliform levels or both	Number of sites monitored by type of monitoring	Stormwater Division	as appropriate for protocol per site	Water Quality Summaries	Summaries updated with PY2 data. See http://www.jamescitycountyva.gov/cleanwater/water-quality.html

MCM 2 Public Involvement/Participation							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
		Post volunteer opportunities on James City County website and the askHRgreen.org/calendar.	Number and types of events	Stormwater Division	Annually	James City County website, askHRgreen.org website	Volunteer opportunities posted on Stormwater website and at askhrgreen.org
2.3d	<i>Garden Love Program</i>	Provide infiltration testing, designs and installation rebates directly to property owners for the installation of residential-scale rain gardens	Number of rain gardens installed and number of acres treated	Turf Love Team and Master Gardeners (Virginia Cooperative Extension)	Annually	Project documentation	5 rain gardens installed and 0.34 acres treated. See detail in Appendix C-2
2.3e	<i>Support the Clean County Commission Annual Clean up Activities</i>	Actively promote and encourage citizen involvement in the Clean County Commission annual neighborhood cleanup efforts	Number of participating neighborhoods, tons of trash collected	Clean County Commission	Annually	Project documentation	22 Neighborhoods collected 16,167.5 pounds of trash. See detail in Appendix C-2
2.4	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Stormwater Division	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.

MCM 3 Illicit Discharge Detection and Elimination							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
3.1	Storm Sewer System Map	Maintain an accurate storm sewer system map and information table, including MS4 outfalls within the 2010 urbanized area	Updated information table	Stormwater Division	Annually	Updated information table	71 systems have been mapped - this is the entire amount operated by James City County.
3.1a	<i>Mapping of 2010 Urbanized Area Outfalls</i>	Update the storm sewer system map and information table to include MS4 outfalls within the 2010 urbanized area	2010 urbanized area storm sewer system map	Stormwater Division	PY4	Updated information table	No updates to report at this time
3.1b	<i>Notification of Downstream MS4</i>	Notify the downstream MS4 of any newly identified points of discharge	2010 urbanized area storm sewer system map	Stormwater Division	PY4	Notification Letters, if any	No updates to report at this time
3.2	Illicit Discharge Detection & Elimination Ordinance	Continue implementing and enforcing the Illicit discharge/Stormwater Management Ordinance.	Number of investigations and actions taken	Stormwater Division	Ongoing	Stormwater Management Ordinance, Chapter 18A of County Code	4 IDDE investigations in PY2. See detail in Appendix C-3
3.3	Illicit Discharge Detection & Elimination Procedures						
3.3a	<i>Standard Operating Procedures</i>	Maintain updated IDDE SOPs for dry weather screening and complaint followup	Protocol for responding and investigating IDDE	Stormwater Division	Ongoing	SOPs Developed During PY1	No updates to report
3.3b	<i>Promote and publicize procedures for public reporting of illicit discharges</i>	Implement the Illicit Discharge Complaint Follow up standard operating procedures	Number of citizen complaints	Stormwater Division	Ongoing	Clean Water Heritage website	See http://www.jamescitycountyva.gov/cleanwater/illegal-discharges.html
3.4	Continue implementing an illicit discharge detection and elimination program for the municipally-owned MS4 within the Urbanized Area.						
3.4a		Track illicit discharge detection and elimination activities.	Number of investigations and actions taken	Stormwater Division	Ongoing	PARS	4 IDDE investigations in PY2. See detail in Appendix C-3
3.4b		Perform dry weather screening of 50 (out of 70 total) MS4 outfalls on an annual basis.	Number of outfalls screened annually	Stormwater Division	Ongoing	Inspection Reports	71 dry weather screenings performed in PY2. This constitutes all known outfalls in this permit year.
3.4c		Yard inspections; Develop/enhance reporting relationship with Fire Department/Haz Mat Team; targeted education	Number of responses; number of inspections	Stormwater Division	Ongoing	Inspection Reports	Pollution Prevention Team developed. See meeting summaries in MCM 6 of this document.
3.5	Report all spills that reach state waters to the DEQ and DCR						
3.5a	<i>Report non-sewer spills and releases from small MS4 regulated properties that reach state waters to the Virginia EOC, who in turn reports to the DEQ.</i>	Report spills to Virginia EOC and file internal reports. Virginia EOC reports to Department of Environmental Quality's Pollution Response Program (PREP).	Number of internal reports. If applicable, obtain PREP Incidence Response number.	Fire Department	Report in accordance to Section III. G.	Internal report	27 incidents and a total of 95 gallons of HazMat spilled consisting of oil and gasoline.

MCM 3 Illicit Discharge Detection and Elimination							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
3.5b	<i>Report Sanitary Sewer Overflows through SSORS database.</i>	Continue to utilize SSORS to report Sanitary Sewer Overflows	Number of overflows	James City Service Authority (JCSA)	As necessary		9 overflows reported to DEQ in FY15. See detail in Appendix C-3.
3.6	Continue Sanitary Sewer System improvements in coordination with SSO consent order	Meet requirements of the Consent Order	Compliance accomplishments	JCSA	In accordance with Consent Order	As required by Consent Order	JCSA is no longer under Consent Order. A summary of projects is included in Appendix C-3
3.8	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Stormwater Division	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.

MCM 4 Construction Site Stormwater Runoff Control							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
4.1	Legal Authorities						
4.1.a	<i>LD Activities > 10,000 SF</i>	Continue to implement the James City County Erosion and Sediment Control Ordinance, Chapter 8 of the County Code	Number of regulated land-disturbing activities, number of acres disturbed, number of inspections	Engineering and Resource Protection Division	Ongoing	PARS	<u>28</u> local land disturbing permits were issued for <u>91.36</u> acres disturbed in PY2
4.1.b	<i>CBPA LD Activities >2,500 SF</i>	Continue to implement the James City County Erosion and Sediment Control Ordinance, Chapter 8 of the County Code	Number of regulated land-disturbing activities, number of acres disturbed, number of inspections	Engineering and Resource Protection Division	Ongoing	PARS	<u>33</u> local land disturbing permits were issued for <u>92.20</u> acres disturbed in PY2
4.1.c	<i>E&SC LD Activities</i>	Continue to implement the James City County Erosion and Sediment Control Ordinance, Chapter 8 of the County Code	Number of regulated land-disturbing activities, number of acres disturbed, number of inspections	Engineering and Resource Protection Division	Ongoing	PARS	<u>34</u> local permits issued in FY15 resulting in <u>92.22</u> acres of disturbance, and <u>4,023</u> inspections in PY2
4.1.d	<i>Individual Lot or CPOD LD Activities > 10,000 SF</i>	Continue to implement the James City County Erosion and Sediment Control Ordinance, Chapter 8 of the County Code	Number of regulated land-disturbing activities, number of acres disturbed, number of inspections	Engineering and Resource Protection Division	Ongoing	PARS	number of single-family "Permit Agreement in Lieu of a Stormwater Management Plan for a Single Family Detached Residential Structure" is <u>356</u> for FY15
4.2	Plan Review Process	Continue to implement the site plan review, LID implementation where deemed appropriate, construction site BMP, and inspection provisions of the County's Erosion and Sediment Control Ordinance.	Number of plan reviews, Number of plan approvals	Engineering and Resource Protection Division	Ongoing	PARS	<u>513</u> total plan reviews (<u>157</u> for development projects; <u>356</u> for single family)
4.3	Compliance and Enforcement						
4.3a	<i>Construction Site Inspection Program</i>	Implement construction site inspection program with sufficient frequency to ensure compliance with approved erosion and sediment control plan or agreement in lieu of plan in accordance with Chapter 8 of the County Code.	Number of inspection, inspection frequency	Engineering and Resource Protection Division	Ongoing	PARS	<u>4,023</u> total (<u>1,501</u> for development projects; <u>2,522</u> for single family).

MCM 4 Construction Site Stormwater Runoff Control							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
4.3b	<i>Citizen Complaint Process</i>	Continue to receive and respond to information from citizens relating to the County's erosion and sediment control program through personal visits, email, telephone, and the County's web page.	Number of calls/requests, number of site visits	Engineering and Resource Protection Division	Annually	PARS	74 citizen contacts resulting in 74 contacts/visits and twelve (12) reports of unauthorized activities (RUA's) investigated under E&SC and Chesapeake Bay Preservation Area (CBPA) ordinances.
4.3c	<i>Enforcement</i>	Continue to implement progressive compliance and enforcement strategy where appropriate in accordance with Chapter 8 of the County Code.	Number and type of enforcement actions	Engineering and Resource Protection Division	Annually	PARS	414 total notices-to-comply (36 for development projects; 378 for single family)
4.4d	<i>Written Compliance and Enforcement Procedures</i>	Review and update written compliance and enforcement procedures to control erosion and sediment and prevent the discharge of nonstormwater to the MS4.	Protocol	Engineering and Resource Protection Division	PY2	Protocol	Compliance inspection summary located in Appendix C-4
4.4	Regulatory Coordination	Implement inspection provisions of the local Stormwater Management Ordinance for VSMP authority permits including Pollution Prevention Plans contained within the SWPPP.	Number of permit applications, permits issued and inspections	Engineering and Resource Protection Division	Annually	Copies of permits and registration statements	3 Construction General Permits processed for the VSMP authority in PY2
4.5	Certifications	Ensure that plan reviewers, inspectors, and program administrators obtain the appropriate certifications as required under the Erosion and Sediment Control Law and the Stormwater Management Act.	Certifications obtained	Engineering and Resource Protection Division	Ongoing	Copies of certificates	Four (4) VESCP-ESC certification renewals were secured, and Six (6) VSMP-SW certifications received
4.6	Tracking and Reporting	Continue to track and report through appropriate tracking systems.	the total number of permitted land disturbing activities, disturbed acreage, inspections conducted and number and type of enforcement actions taken	Engineering and Resource Protection Division	Annually	PARS and Enforcement Documentation	34 permits representing 92.22 acres of disturbance; 4,023 total inspections; 414 total notices-to-comply
4.7	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Engineering and Resource Protection Division	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.

MCM 5 Post-Construction Stormwater Management in New Development and Development of Prior Developed Lands							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
5.1	Oversight Requirements	Continue to implement the stormwater criteria of the Chesapeake Bay Preservation, and Erosion and Sediment Control Ordinances for new development and redevelopment, and update ordinances to comply with Section II.5.a of the General Permit.	Updated Ordinance, Chapter 8, County Code	Engineering and Resource Protection Division	Ongoing	Chapter 8, Article II of the County Code - The Virginia Stormwater Management Program	There are no updates to the ordinance in PY2.
5.2	VSMP Permits	Continue to require construction site owners and operators to secure authorization to discharge stormwater from construction activities under a VSMP permit for construction activities that result in a land disturbance of greater than or equal to 2500 square feet in all areas of the County as the entire County is designated as a Chesapeake Bay Preservation Area.	Number of permit registration statements and permits obtained.	Engineering and Resource Protection Division	Ongoing	File copies of permits and registration statements	14 registrations were processed and input into the state's (SWCGPS) for state VPDES construction general permit (VAR10) coverage for the 34 local land disturbing/ stormwater construction permits issued. A summary was provided in Appendix C-4.
5.3	Inspection and O&M Verification for Privately-owned BMPs						
5.3a	<i>BMP Maintenance Agreements</i>	Continue to require BMP maintenance agreements as required by the Chesapeake Bay Preservation Ordinance.	Number of agreements	Engineering and Resource Protection Division	Ongoing	Maintenance Agreements	16 Declaration of Covenants/Inspection-Maintenance Agreements secured.
5.3b	<i>Inspection Activities</i>	Continue to implement inspections of private stormwater management facilities	Number of inspections	Stormwater Division	Ongoing	Inspection Database	278 SWMF inspections. Notices of non-compliance issued to owners of BMPs needing some kind of attention. See letter in Appendix C-5
5.3c	<i>Enforcement Program</i>	Develop and implement a progressive compliance and enforcement strategy	Enforcement Protocol	Stormwater Division	PY2	Written procedures	Written procedures were developed in PY2 and approved by the Legal Division. See Appendix C-5
5.3d	<i>Individual Residential Lot Program</i>	Implement the residential BMP protocol developed in PY1	Residential BMP Protocol	Stormwater Division/Engineering and Resource Protection Division	Ongoing	Inspection Database	356 single family plans reviewed (VESCP/VSMP) for FY15.

MCM 5 Post-Construction Stormwater Management in New Development and Development of Prior Developed Lands							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
5.3e	<i>Publically Owned BMP Program</i>	Inspect all publically owned BMPs annually and implement appropriate maintenance as needed.	Number of inspections, annual maintenance activities	Stormwater Division	PY2 onward	County BMP O&M Manual, Inspection Database, Work Order database	Number of inspections -86 which is the total number of County-owned/maintained facilities. Annual maintenance activities are reported on a monthly basis.
5.4	BMP Tracking	Maintain a database of all known permanent stormwater management facilities that discharge to the regulated small MS4 including: (a) Type of structural stormwater management facility; (b) Geographic location; (c) Number of acres treated; (d) date facility was brought on line; (e) hydrologic unit code; (f) the impaired surface water that the stormwater management facility is discharging into; (g) ownership; whether or not a maintenance agreement exists; and (h) date of last inspection.	Stormwater Database	Stormwater Division	Ongoing	Stormwater Database	31 BMPs added in PY2. See spreadsheet with detailed information on BMPs added in Appendix C-5.
5.5	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Stormwater Division	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.

MCM 6 Pollution Prevention/Good Housekeeping for Municipal Operations							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
6.1	Operations & Maintenance Program						
6.1a	<i>Support the County-wide Pollution Prevention Team</i>	Continue to secure advice and recommendations on pollution prevention efforts from County departments and agencies through regularly scheduled public meetings of the Team and implement the Pollution Prevent Program contained in the James City County Administrative Regulation # 28, Pollution Prevention Program	Number of meetings and agendas	Stormwater Division	Twice per year	Meeting minutes and publications, AR# 28	Meetings held 7/29/2014 and 2/12/2015. See minutes and AR28 in Appendix C-6.
6.1b	<i>Implement Current Standard Operating Procedures (SOPs) for General Services and Parks & Recreation Facilities</i>	Continue to implement SOPs for General Services facilities to include activities, schedules, and inspection procedures that include provisions and controls to reduce pollutant discharges into the regulated small MS4 and receiving surface waters.	SOPs	Stormwater Division/ General Services	Ongoing	SOPs	Current SOPs were submitted in PY1
		Continue to implement SOPs for Parks and Recreation facilities to include activities, schedules, and inspection procedures that include provisions and controls to reduce pollutant discharges into the regulated small MS4 and receiving surface waters.	SOPs	Stormwater Division/ Parks and Recreation	Ongoing	SOPs	Current SOPs were submitted in PY1
6.1c	<i>Spill Prevention & Control Plans</i>	Continue to implement and update plans describing spill prevention and control procedures for municipal facilities developed during past permit cycle.	Standard Operating Procedure (SOP) Implementation	Stormwater Division	Ongoing	SPCC Plans	Current SOPs were submitted in last permit cycle
6.1d	<i>Update and/or Develop Written Procedures</i>	Ensure that actions included in written procedures and SOPs (a) prevent illegal discharges; (b) ensure proper disposal of waste materials; (c) prevent discharge of vehicle wash water w/o a separate VPDES permit; (d) prevent the discharge of wastewater; (e) require BMPs when discharging pumped water from maintenance activities; (f) minimize pollutants from stockpiles; (g) prevent pollutants from municipal vehicles; and (h) ensure that chemicals are used or applied in accordance with product labels.	Updated Written Procedures	Pollution Prevention Team and Stormwater Division	PY2	Updated Written Procedures	All SWPPPs complete. See Summary in Appendix C-6
6.2	Stormwater Pollution Prevention Plans (SWPPPs)	Finalize draft SWPPPs for Fire Department Fuel Sites (4), the James City Service Authority Fuel Site (1), the Law Enforcement Center Fuel Site, the Convenience Centers (3) and the Williamsburg-James City County Schools Operations Center Fuel Site.	10 SWPPPs	Pollution Prevention Team and Stormwater Division	PY2	10 SWPPPs	All SWPPPs complete. See Summary in Appendix C-6
6.2a	<i>SWPPP Implementation</i>	Begin implementation of final SWPPPs, including installing needed site upgrades	Site Improvements	Pollution Prevention Team and Stormwater Division	PY3	Site Improvements	Implementation will occur in PY3
6.3	Turf and Landscape Management	Continue developing and implementing certified nutrient management plans (NMPs) on at least 5.790 acres or 15% of the identified acreage meeting the requirement threshold	Completed NMPs	Turf Love and General Services Grounds Maintenance Division	PY2	GIS Layer and information table	6 plans written covering 12.0827 acres in PY2 bringing 31% of identified acres under NMPs. See summary in Appendix C-6

MCM 6 Pollution Prevention/Good Housekeeping for Municipal Operations							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
		Continue developing and implementing certified nutrient management plans (NMPs) on at least 15.439 or 40% of the identified acreage meeting the requirement threshold	Completed NMPs	Turf Love and General Services Grounds Maintenance Division	PY3	GIS Layer and information table	Will be reported in PY3
6.4	Employee Education & Training	Implement employee training in accordance with AR#28 and the biennial Pollution Prevention Training Plan developed in PY1.	Number of training events and topics	Pollution Prevention Team and Stormwater Division	Ongoing	Number of training events and topics	Trainings for employees were conducted using Raincheck Program. See details in Appendix C-6
6.4a	<i>Regional Training Program</i>	Distribute pollution prevention educational materials developed through the HRPDC/askHRgreen to James City County employees engaging in operations with a high risk of discharging pollutants into the MS4.	Number of items distributed	HRPDC and Phase II Localities	Ongoing	training materials	Trainings for employees were conducted using Raincheck Program. See details in Appendix C-6
6.4b	<i>Regulated Certifications</i>	Ensure that employees hold the appropriate required State or federal regulated certifications	Pesticide applicators, Hazmat certifications, ESC certifications, Stormwater certifications	Pollution Prevention Team and Stormwater Division	Ongoing	Types of Certifications and Certificate Number	All 17 pesticide applicators certified, 233 trained Hazmat operators in the county, ESC and Stormwater up to date.
6.5	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Stormwater Division	Annually	Annual Report	Compliance with this measurable goal is met through the submission of this annual report.

BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
SC-1	TMDL WLA Implementation						
	<i>Skiffes Creek (Warwick River) Bacterial TMDL (JL35)</i>	Develop a TMDL Action Plan consistent with the waste load allocation contained in the TMDL completed in 2008 and approved by the State Water Control Board on April 28, 2009	Action Plan	Stormwater Division	PY3	TMDL Program Plan	Will be submitted in PY3
	<i>Mill Creek (JL33) and Powhatan Creek (JL31) Bacterial TMDL</i>	Develop a TMDL Action Plan consistent with the waste load allocation contained in the TMDL completed in 2009 and approved by the State Water Control Board on July 27, 2009	Action Plan	Stormwater Division	PY3	TMDL Program Plan	Will be submitted in PY3
SC-1a	Develop Chesapeake Bay TMDL Action Plan	Develop a TMDL Action Plan consistent with the Virginia Ph I and II WIPs to meet the Level 2 (L2) reductions of pollutants of concern (POC) in accordance with DEQ Guidance Memo # 14-2012	TMDL Action Plan	Stormwater Division	PY2	TMDL Action Plan	Completed. Will be submitted as a separate document as per the request of DEQ.
SC-2	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Stormwater Division	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.

Appendix C-1

**Exhibits for Minimum Control Measure #1 –
Public Outreach and Education**

James City County Compliance Summary Statement

MCM1 Public Education and Outreach

The James City County Stormwater Public Education Plan (submitted in PY1) is a focused approach to reach at least 20% of three high-priority target audiences in each permit year. After many sessions of thoughtful planning on the part of county Staff and the Citizen Advisory Group, it was concluded that, based on the county's demographic, the following are the important audiences and messages:

- Pet owners: Clean up after your pet
 - Audience total = 7636; % reached with targeted mailings in PY2 = 30.2%
- Power washer and painting professionals: Only rain in the drain
 - Audience total = 264; % reached with targeted mailings in PY2 = 20.0%
- Property owners with irrigated turf: Fertilize smart
 - Audience total = 5590; % reached with targeted mailings in PY2 = 20.8%
- Septic system owners: Be septic smart
 - Audience total = 4537; % reached with targeted mailings in PY2 = 26.4%

In PY2, County staff sent out 4,107 targeted mailings to citizens in one or more of the high-priority audiences. 508 premium items were given to the public through pet care businesses, and 1,112 premium items with outreach messages were given away at a variety of local events. These efforts constitute more than 20% of the target audiences reached. Additionally, the county continues efforts with the askhrgreen.org outreach program, further extending the County's public outreach.

In the next permit year, the County will continue to implement the Stormwater Education Plan through similar successful events, activities, and coordination with askhrgreen.org. Targeted mailings and premium items, volunteer time, and continuing program analysis will remain in operation, and at least 20% of the high-priority audiences will continue to be reached.

MCM 1 Public Education and Outreach on Stormwater Impacts							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
1.1	Participate in regional committees: askHRgreen.org, Regional Stormwater Management Committee (RSMC), and SW Phase II Subcommittee					askHRgreen.org Annual Report, MOA, HRPDC Regional Cooperation in Stormwater Management	
1.1a	<i>Regional Cooperation</i>	Maintain MOA with the HRPDC and participate in the regional processes, including the Regional Stormwater Management Program, the Stormwater Phase II Subcommittee, and askHRgreen.org	Maintain valid MOA	HRPDC and Stormwater Division	PY2 and ongoing	Hampton Roads Regional Stormwater Management Program Memorandum of Agreement (MOA)	MOA executed on July 1, 2014 and expires June 30, 2018. Current copy submitted in PY1.
1.1b	<i>askHRgreen.org</i>	Participate in at least 50% of askHRgreen.org Stormwater Education Subcommittee meetings	Number of meetings attended/Number of meetings held	Stormwater Division	Annually	Attendance List	5 meetings attended / 10 meetings held See Appendix C-1
1.1b1		Submit articles for askHRgreen.org blog on water quality improvement initiatives.	Number of articles submitted	askHRgreen.org Representative	Annually	askHRgreen.org website	2 Blog article submitted in PY2 on car washing BMPs and reducing cigarette litter. See askhrgreen.org
1.1b2		Post volunteer opportunities on askHRgreen.org calendar	Number and types of events submitted	askHRgreen.org Representative & HRPDC Environmental Educator	Annually	askHRgreen.org website	Spring Cleanups advertised on the askhrgreen.org calendar.
1.1c	<i>Stormwater Phase II Subcommittee</i>	Participate in at least 50% of monthly Stormwater Committee Meetings.	Number of meetings attended/Number of meetings held	Stormwater Division	Annually	Attendance List	9 meetings attended / 11 meetings held See Appendix C-1
1.2	Implement the James City County Stormwater Public Information Plan developed in PY1	As described in Plan	As described in Plan	Stormwater Program Advisory Committee and Stormwater Division	PY2 and ongoing	James City County Stormwater Public Information Plan	Stormwater Public Information Plan submitted to DEQ in PY1.
1.2a	<i>Protect and Restore Our Clean Water Heritage (CWH) Program</i>	Distribute County-specific information to identified target audiences through a new Clean Water Heritage website. Target audiences include managed turf properties, pet and septic system owners and painting and cleaning businesses (IDDE)	Number of direct mailings to target audiences and percentage of audience reached	Stormwater Division	PY2 and ongoing	www.jamescitycountyva.gov/cleanwater	508 items given to local pet-related businesses. 6 Pet waste stations given to local neighborhoods. 4,107 targeted mailings. See outreach document in Appendix C-1 for outreach details.
1.2b	<i>Promote CWH Program to educate citizens on hazards and legal implications of illegal discharges and improper disposal of waste</i>	General public outreach events	Number and type of events	Stormwater Division	PY2 and ongoing	Annual report	CWH promoted at 4 events. See outreach document in Appendix C-2 for outreach details.
1.2c	<i>Turf Love Nutrient Management Planning for Homeowners and Community-owned lands</i>	Provide soil testing and nutrient management plans directly to property owners in order to reduce the unnecessary use of fertilizers	Number of nutrient management plans, number of property owner contacts	Turf Love Team and Master Gardeners (Virginia Cooperative Extension)	Annually	Annual report	141 Nutrient Management Plans developed in PY2. 561 property owners contacted.
1.3	Implement the Regional Media Campaign to Address High Priority Issues	Participate in the askHRgreen.org regional media campaign which will make impressions with a stormwater message via print, television (local municipal access, cable and local affiliate), radio, and social media					In order to increase engagement with the askhrgreen.org media campaigns, the County is implementing the complementary Clean Water Heritage Program as described in 1.2.

MCM 1 Public Education and Outreach on Stormwater Impacts							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
1.3a	<i>Scoop the Poop campaign</i>	Make <i>Scoop the Poop</i> information and giveaways available at pet-related events as appropriate	Percentage of target audience reached through activities.	askHRgreen.org Stormwater Education Subcommittee	Annually	askHRgreen.org Annual Report	2,307 targeted mailings reaching >20% of target audience. See outreach document in Appendix C-1 for details.
1.3b	<i>Promote Lawn Care campaign</i>	Run media campaigns and make lawn care best management practice guides available.	Percentage of target audience reached through activities.	askHRgreen.org Stormwater Education Subcommittee	Annually	askHRgreen.org Annual Report	1163 targeted mailings reaching 20.8% of target audience. See outreach document in Appendix C-1 for details.
1.3c	<i>Promote FOG campaign</i>	Participate in the askHRgreen.org regional media campaign which will make impressions with a stormwater message via print, television (local municipal access, cable and local affiliate), radio, and social media	Percentage of target audience reached through activities.	askHRgreen.org Stormwater Education Subcommittee	Annually	askHRgreen.org Annual Report	Fog campaign run through Askhrgreen.org. See Askhrgreen.org annual report at http://askhrgreen.org/wp-content/uploads/2011/06/askHRgreen-FY15-Annual-Report.pdf
1.3d	<i>Relevant Message Implementation</i>	Conduct sufficient education and outreach activities designed to reach an equivalent 20% of each high priority audience.	Demographic, reach, frequency, & website click-through rates	askHRgreen.org Stormwater Education Subcommittee	Annually	askHRgreen.org Annual Report	In order to increase engagement with the askhrgreen.org media campaigns, the County is implementing the complementary Clean Water Heritage Program as described in 1.2.
1.3e	<i>Educate homeowners on the hazards of illegal discharges and improper disposal of waste</i>	Promote askHRGreen.org for list of locality contacts for citizens to report illegal discharges and to learn about proper disposal methods	Number of page visits	askHRgreen.org Stormwater Education Subcommittee	annually	askHRgreen.org/storm-water-runoff/	Askhrgreen.org reached an audience between 22% and 61.6% through media buys. See http://askhrgreen.org/wp-content/uploads/2011/06/askHRgreen-FY15-Annual-Report.pdf for the HRPDC annual report.
1.4	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Stormwater Division	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.

AskHRGreen.org Stormwater Subcommittee Meetings

	July	August	September	October	November	December	January	February	March	April	May	June	
Chesapeake		Elizabeth Vaughn	Cancelled - CBF Boat Trip			Elizabeth Vaughn		Elizabeth Vaughan		Elizabeth Vaughan	Cancelled - Conflict with State Training		
Gloucester													
Hampton	Cris Ausink			Cris Ausink	Cris Ausink		Cris Ausink	Cris Ausink	Cris Ausink	Cris Ausink			Cris Ausink
Isle of Wight	Kim Hummel, Brian Bass	Brian Bass, Kim Hummel		Brian Bass/ Kim Hummel	Brian Bass/ Kim Hummel	Brian Bass	Brian Bass	Brian Bass	Brian Bass	Brian Bass		Brian Bass, Kim Hummel	Brian Bass
James City County	Paul Cuomo				Paul Cuomo	Paul Cuomo	Paul Cuomo						Paul Cuomo
Newport News	Allison Watts	Allison Watts		Allison Watts/Dave Kuzma	Allison Watts	Allison Watts	Allison Watts	Allison Watts	Allison Watts	Allison Watts		Allison Watts	
Norfolk	Fleta Jackson	Fleta Jackson, Gina Shaw, Alacia Nixson		Fleta Jackson, June Whitehurst	Fleta Jackson	Fleta Jackson, Gina Shaw	Fleta Jackson	Fleta Jackson	Fleta Jackson			Fleta Jackson	Fleta Jackson
Poquoson		Sherry Coffey		Sherry Coffey			Sherry Coffey					Sherry Coffey	
Portsmouth					Christina Murphy	Christina Murphy	Christina Murphy	Christina Murphy	Christina Murphy	Christina Murphy		Christina Murphy	Christina Murphy
Smithfield					Wayne Griffin		Wayne Griffin						
Suffolk	David Keeling	David Keeling		David Keeling	David Keeling	David Keeling	David Keeling	David Keeling	David Keeling	David Keeling, Alacia Nixson		David Keeling, Alacia Nixson	David Keeling, Alacia Nixson
Virginia Beach		Bill Johnston		Bill Johnston	Sue Kriebel	Sue Kriebel	Sue Kriebel	Sue Kriebel	Sue Kriebel			Sue Kriebel	Sue Kriebel
Williamsburg	Tammy Rojeck				Tammy Rojeck	Tammy Rojeck	Tammy Rojeck			Tammy Rojeck		Tammy Rojeck	
York	Ivan Shelton	Ivan Shelton	Ivan Shelton	Ivan Shelton	Ivan Shelton	Ivan Shelton	Ivan Shelton	Ivan Shelton	Ivan Shelton	Ivan Shelton	Ivan Shelton		

Phase II Meeting Attendance FY 14-15

	Regional SW Workgroup	Phase II	Regional SW Workgroup	Regional SW Workgroup	Regional SW Workgroup	Regional SW Workgroup	# Meetings	% Attended					
Meeting Dates	7/16/2014	8/20/2014	10/15/2014	11/19/2014	12/17/2014	1/21/2015	3/3/2015*	3/18/2015	4/15/2015	5/20/2015	6/17/2015		
Phase II Localities:	1	1	1	1	1	1	1	1	1	1	1	11	100%
Isle of Wight County	1	1	1	1	1	1	1	1	1	1	1	11	100%
James City County	1	1	-	1	-	1	1	1	1	1	1	9	82%
Poquoson	1	1	1	-	1	1	-	1	1	1	1	9	82%
Suffolk	1	1	1	1	1	1	1	1	1	1	1	11	100%
Williamsburg	1	1	1	1	-	1	1	1	1	1	1	10	91%
York Co.	1	1	1	1	1	1	1	1	1	1	1	11	100%

*3/3/2015 meeting was held in addition to the regular monthly meeting.

Outreach Activities
July 1, 2014 to June 30, 2015 - PY2

DATE	Event	Staff	Display	Presentation	Audience	Number Attending	Materials Distributed	Amounts	Message Focus
8/16/2014	Turf University	Paul	Rain Gardens	none	Homeowners	60	Knee pads, pens, goldfish	27 Knee pads, 50 pens, 80 goldfish	Only rain in the drain, Rain gardens, Plant more Plants
9/13/2014	WBG Farmers Market	Fran, Pat, Suzanne, JoAnna; SPAC - Allen Ayers, Nitant Desai	Clean Water Heritage Messages	none	General Public, Property Owners	500	Save the Fish snacks, Only Rain in the Drain shopping bags	300 each	Scoop the Poop, Be Septic Smart, Do your Part with your Yard, Fertilize Smart
7/12/2014	Septic System Cleanout Mailings	Janice Petty, ERP	no	none	Septic system owners	1200	Do Your Part Be Septic Smart rack cards	1200	Septic system care and operation
1/30/2015	Mailing	All	no	none	Property owners with irrigated turf in target neighborhoods	1163	Turf Love and Rain Garden rack cards	1163	Fertilize Smart, Do your Part with Your Yard
2/13/2015	efyi	Lalara Branch	no	emailed newsletter	General Public, Property Owners	1185	None	NA	Rain Gardens, Turf Love, Only Rain in the Drain
2/21/2015	Destination Recreation	Rob Insley, Park Ranger	Clean Water Heritage Messages	EnviroScape - Marina	Children	30	none	NA	Scoop the Poop, Be Septic Smart, Do your Part with your Yard, Fertilize Smart
3/14/2015	Turf University	Paul	Clean Water Heritage Messages	none	Homeowners	16	Knee pads, pens, goldfish	55	Do your Part with your Yard, Fertilize Smart
Throughout June, 2015	Targeted Mailers	Paul, JoAnna	none	none	painters, contractors, handymen	53	Letter and brochure specific to message	53	Only Rain in the Drain
Throughout June, 2015	Pet owner Targeted Mailers	Suzanne, JoAnna	none	none	Registered dog owners in the Mill and Powhatan Creek watersheds	2307	Letter and brochure specific to message	2307	Scoop the Poop

**James City County Pet Waste Station and
Premium Item Giveaways FY15**

For MS4 Program Plan Items 1.2a, 1.3d

James City County FY15

Premium Item Giveaways FY15

County Business						Date Delivered	Ask HrGreen Reusable Bag	# Pet Waste Bags and Holders	# Hand Sanitizer	# Frisbees	
Veterinarians	Anderson's Corner Animal Hospital	8391 Richmond Rd	Toano	VA	23168	7/28/2014	1	20	16	14	
Veterinarians	Toano Animal Clinic	8105 Richmond Rd	Toano	VA	23168	7/28/2014	1	20	16	14	
Veterinarians	Colonial Veterinary Clinic	3280 Ironbound Rd	Williamsburg	VA	23188	7/28/2014	1	20	16	14	
Veterinarians	Godspeed Animal Care	102 Tewning Rd	Williamsburg	VA	23188	7/28/2014	1	20	16	14	
Veterinarians	James City Veterinary Clinic	95 Brookwood Drive	Williamsburg	VA	23185	8/13/2014	1	20	16	14	
Veterinarians	Jolly Pond Veterinary Hospital	3800 Longhill Rd	Williamsburg	VA	23188	7/28/2014	1	20	16	14	
Veterinarians	Noah's Ark Veterinary Hospital	7297 Richmond Rd	Williamsburg	VA	23188	7/28/2014	1	20	16	14	
Pet Sitting/Boarding	Stonehenge Kennels	5550 Riverview Rd	Williamsburg	VA	23188	7/28/2014	1	20	16	14	
Groomers	The Fuzzy Butt Stops Here	3715 Strawberry Plains Rd	Williamsburg	VA	23188	8/13/2014	1	20	15	13	
Groomers	Ware Creek Grooming Station	4553 Ware Creek Rd	Williamsburg	VA	23185	7/28/2014	1	20	16	14	
Totals:							10	200	159	139	
									TOTAL ITEMS	508	

Pet Waste Station Giveaways FY15

Watershed	Neighborhood	Qty
Powhatan	Longhill Station	1
James River	Governors Land	1
Mill	Marywood	2
Powhatan	Adams Hunt	1
Yarmouth	Williamsburg Village at Norge	1
TOTAL ITEMS		6

James City County Turf Love Program

For MS4 Program Plan Item 1.2c

James City County FY15

No. of Nutrient Management Plans Issued:	141
Residential	121
Commercial*	20
(James City County/School Properties = 4)	

Acres Covered by Nutrient Management Plans:	39.34
Residential	22.46
Commercial	16.88
(James City County/School Properties = 4)	

Risk Assessments (Plans):

High (residential and commercial)	82%
Low (residential and commercial)	18%
Residential:	
High	79%
Low	21%
Commercial:	
High	100%
Low	0
(James City County/School Properties = 2 (high))	

Acres in relation to RPA:

In an RPA	17%
Residential	73%
Commercial	27%
(James City County/School Properties = 0)	
Near an RPA	30%
Residential	17%
Commercial	83%
(James City County/School Properties = 2)	
Not in or near an RPA	53%
Residential	76%
Commercial	24%
(James City County/School Properties = 2)	

No. of Soil Tests Sent to VA Tech:	166
Turf Love Program:	166
Residential	129
Commercial	37
(James City County/School Properties = 4)	

No. of Property Owners Contacted	167
Residential	159
Commercial	8
(James City County/School Properties = 2)	
General Contacts (may not be property owners):	561
(presentations, educational programs, Farmers' Market)	

* 'Commercial' = non-residential property, plus reports to developers (as client) for residential properties, school properties, businesses, golf courses, etc.



TITLE: Turf Love/Garden Love Programs (End of FY 15)

RELEVANCE: The Turf Love Program seeks to mitigate damage to the James City County watershed by educating citizens and commercial organizations on sound nutrient management practices for their turf areas. In addition, the Program outlines measures to conserve precious water when caring for lawns. The goal is adherence to the instructions, thereby preserving James City County's delicate watershed and preventing damage to the Chesapeake Bay. The Turf Love Program is the primary vehicle by which James City County is credited for acres covered by Nutrient Management Plans in the Chesapeake Bay model. The Garden Love Program began in FY 13 to decrease stormwater runoff by helping citizens install infiltrating rain gardens.

RESPONSE: During FY 15, the Program issued 121 nutrient management plans for both cool- and warm-season residential turf areas. The residential plans cover 22.46 acres, and 32 percent of the properties lie near or within Resource Protection Areas (RPA). "Commercial" plans include business and county properties. Commercial properties (athletic fields, neighborhood common areas, golf courses, etc.) represent increasing interest in responsible turf management and therefore more requests for plans. At the County's request, in FY 11, we expanded our scope to include county schools and athletic fields. In FY 15, we completed 20 commercial plans (16.88 acres) for five developers and four Williamsburg/James City County public schools athletic fields. Of the 16.88 acres, 11.75 are in or near RPAs. In terms of watershed areas affected by all nutrient management plans, Turf Love Program plans show coverage in 12 hydrologic zones (zones which represent individual waterways feeding or affecting the Chesapeake Bay). The plans we issued affect 12 watersheds (Powhatan, Ware, College, Yarmouth, Gordon, Mill, Skiffes, Skimino, and Diascund Creeks, and the James, York, and Chickahominy Rivers).

"Lawn Rangers" (Turf Love volunteers) visit client properties, discuss turf practices, and take soil samples. During this period, they visited 167 clients in 44 neighborhoods. Through educational programs, Farmers' Markets, and other events for the public, we reached an additional 561 persons about the Turf Love and Garden Love Programs.

We began the Garden Love Program in FY 13. Twenty rain gardens were completed in FY 13. They gather water runoff from 94,911 square feet of surface area. In FY 14, five rain gardens were completed, gathering water runoff from 29,360 square feet of surface area. We met with 34 property owners this fiscal year to advise them on constructing their rain gardens. During the FY 15, homeowners installed five (532 square feet) rain gardens gathering water runoff from 14,832 square feet of surface area. James City County rebated \$2,610.96 to Garden Love Program clients in FY 15.

RESULTS: In FY 15, the Turf Love Program issued 141 nutrient management plans to residential and commercial customers. Nutrient management plans use specific soil analyses from customer properties to develop custom, Virginia Tech research-based instructions on establishment and care of clients' turf. Our survey verified that clients are generally following the instructions and changing their turf care behavior. An example would be if the client now only fertilizes cool-season turf in the fall. If so, this significantly decreases nitrogen run-off into adjacent waterways in the spring when citizens misguidedly feel they should fertilize their lawns. Over half revealed that they had changed their lawn care fertilization to only fertilize in the fall. Almost 80 percent now either return their clippings to their lawns

or compost them. This lessens our landfill impact and avoids runoff into storm drains as well as returning valuable organic matter to the soil. Three-fourths now water their lawns in the early morning hours and use less water than before.

COLLABORATORS: In addition to the Virginia Cooperative Extension Office and Virginia Tech, the Turf Love Program works closely with the Virginia Department of Conservation and Recreation, James City County Service Authority, James City County Stormwater Division, and Colonial Soil and Water Conservation District. Salary funding for two part-time staff and one emergency hire is shared by the James City County Service Authority and the James City County Stormwater Division. The James City County Stormwater Division provides rebates for property owners installing rain gardens, and we collaborate by designing the gardens.

CONTACT: Mrs. Sally Brooks, Unit Coordinator, Virginia Cooperative Extension, James City County Office, 757-564-2170, saupton@vt.edu.

Appendix C-2

**Exhibits for Minimum Control Measure #2 –
Public Participation**

James City County Compliance Summary Statement

MCM2 Public Involvement/Participation

In order to keep the public involved in the activities of local government, the County's updated program plan, MS4 annual reports, and Stormwater Ordinances are posted on the County's Stormwater website. Also on the website are volunteer opportunities, Water Quality Summaries, and meeting minutes, as well as an email address for citizen input and requests.

Highlights of James City County Public Participation Plan in PY2 are:

- Stormwater Program Advisory Committee – 10 meetings held
- Clean Water Heritage Grants – 15 grants totaling \$14,695.03
- Volunteer benthic monitoring – 14 volunteers assisted in checking the water quality of 19 sites
- Garden Love program – 5 rain gardens installed
- Clean County Commission Annual Spring Cleanup – 22 neighborhoods collected 16,167.5 pounds of trash

MCM 2 Public Involvement/Participation							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
2.1	Provide Public Notice of Program Plan and Modifications	Promote the availability of the operator's MS4 Program Plan and any modifications for public review and comment in accordance with public law.	Public notice of modifications.	Stormwater Division	Annually and as necessary	Virginia Code reference, updated plan	See http://www.jamescitycountyva.gov/cleanwater/ms4-Permit-Information.html
2.2	Make Program Plan and other Stormwater Program Information Available to Public	Provide the program plan, stormwater annual reports, the stormwater permit, and the stormwater ordinances on the County's website.	Public notice of modifications.	Stormwater Division	Ongoing	Program Plan, Annual Reports, Stormwater Permit and Ordinances	See http://www.jamescitycountyva.gov/cleanwater/ms4-Permit-Information.html
2.3	Promote and /or sponsor local activities to increase public participation in activities that improve water quality					James City County Stormwater Public Participation Plan	Public Participation Plan was submitted in PY1
2.3a	<i>Support the Stormwater Program (citizen) Advisory Committee</i>	Continue to secure citizen advice and recommendations through regularly scheduled public meetings of the Committee	Number of meetings and agendas	Stormwater Division	Six times per year	SPAC minutes and publications	6 meetings of the full committee, 3 meetings of drainage program development, 1 meeting of a BMP workshop; see spreadsheet in Appendix C-2
2.3b	<i>Clean Water Heritage Implementation Projects</i>	Conduct Clean Water Heritage implementation projects that promote water quality improvement through mini grant program for stormwater management facility owners	Number of funded projects and accomplishments	Stormwater Program Advisory Committee	Annually	Project documentation	15 Projects Implemented totalling \$14,695.03. See detail in Appendix C-2
2.3c	<i>Volunteer Water Quality Monitoring</i>	Provide equipment and training to citizens interested in monitoring County water bodies for biological health, fecal coliform levels or both	Number of sites monitored by type of monitoring	Stormwater Division	as appropriate for protocol per site	Water Quality Summaries	Summaries updated with PY2 data. See http://www.jamescitycountyva.gov/cleanwater/water-quality.html

MCM 2 Public Involvement/Participation							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
		Post volunteer opportunities on James City County website and the askHRgreen.org/calendar.	Number and types of events	Stormwater Division	Annually	James City County website, askHRgreen.org website	Volunteer opportunities posted on Stormwater website and at askhrgreen.org
2.3d	<i>Garden Love Program</i>	Provide infiltration testing, designs and installation rebates directly to property owners for the installation of residential-scale rain gardens	Number of rain gardens installed and number of acres treated	Turf Love Team and Master Gardeners (Virginia Cooperative Extension)	Annually	Project documentation	5 rain gardens installed and 0.34 acres treated. See detail in Appendix C-2
2.3e	<i>Support the Clean County Commission Annual Clean up Activities</i>	Actively promote and encourage citizen involvement in the Clean County Commission annual neighborhood cleanup efforts	Number of participating neighborhoods, tons of trash collected	Clean County Commission	Annually	Project documentation	22 Neighborhoods collected 16,167.5 pounds of trash. See detail in Appendix C-2
2.4	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Stormwater Division	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.

**Stormwater Program Advisory
Committee Meetings
July 1, 2014 through June 30, 2015**

DATE	Event	Announcement Posted Publically	Written Agenda	Minutes Approved	Minutes Posted on Website
7/15/2014	SPAC regular meeting	yes	yes	yes	yes
9/16/2014	SPAC regular meeting	yes	yes	yes	yes
10/7/2014	SPAC Drainage Program Discussion	No	No	No	No
10/14/2015	SPAC Drainage Program Discussion	No	No	No	No
10/21/2014	SPAC Drainage Program Discussion	No	No	No	No
11/18/2014	SPAC regular meeting	yes	yes	yes	yes
1/20/2015	SPAC regular meeting	yes	yes	yes	yes
3/17/2015	SPAC regular meeting	yes	yes	yes	yes
4/30/2015	SPAC BMP Workshop	No	No	No	No
5/19/2015	SPAC regular meeting	yes	yes	yes	yes

James City County Clean Water Heritage Grants FY15

Neighborhood	BMP ID	Project type	Project Summary	Estimated Project budget	Amount Requested	Maint. Agrmnt	Latest BMP Inspection Date	Project Objective	Grant Objective	Actual Project Budget	Amount Paid by JCC
Settlers Mill	MC007 and MC016	Non-Routine Stormwater Maintenance	Cut back and remove woody vegetation on banks, around inlets, and emergency spillway	\$1,500.00	\$750.00	Yes	12/12/2013	Address needs identified in latest JCC BMP inspection report	Address needs identified in latest JCC BMP inspection report	\$1,500.00	\$750.00
Villages of Westminster	PC171	Non-Routine Stormwater Maintenance	Repair BMP Emergency Spillway and Primary Outflow Pipe	\$5,500.00	\$1,000.00	Yes	3/11/2014	Address needs identified in latest JCC BMP inspection report	Address needs identified in latest JCC BMP inspection report	\$5,390.00	\$1,000.00
Powhatan Secondary	PC141	Stormwater Management Improvements	Replacement of Anti vortex device and primary standpipe	\$7,500.00	\$2,000.00	Yes	1/15/2014	Upgrade and repair BMP to improve water quality	Upgrade and repair BMP to improve water quality	\$7,500.00	\$2,000.00
Foxfield	PC097	Non-Routine Stormwater Maintenance	Removal of willow trees in and around the BMP to improve water flow; Removal of sediment at drop inlets, duckweed algae treatment to improve WQ	\$2,700.00	\$1,000.00	No	3/11/2014	Address needs identified in latest JCC BMP inspection report	Address needs identified in latest JCC BMP inspection report	\$2,700.00	\$1,000.00

James City County Clean Water Heritage Grants FY15

Neighborhood	BMP ID	Project type	Project Summary	Estimated Project budget	Amount Requested	Maint. Agrmnt	Latest BMP Inspection Date	Project Objective	Grant Objective	Actual Project Budget	Amount Paid by JCC
Governors Land	JR019	Stormwater Management Improvements	Emergent aquatic vegetation to deter geese, prevent erosion, improve WQ. Partnering with Colonial Soil and Water Conservation District to implement project.	\$7,118.00	\$2,000.00	Yes	8/21/2009	Slope stabilization and erosion prevention, turf removal	Upgrade and repair BMP to improve water quality	\$7,118.00	\$2,000.00
Stonehouse	WC043	Stormwater Management Improvements	Plant native material to stabilize upstream sediments	\$4,000.00	\$2,000.00	Yes	1/8/2010	Slope stabilization and erosion prevention	Upgrade and repair BMP to improve water quality	\$0.00	\$0.00
Stonehouse	WC043	Non-Routine Stormwater Maintenance	Have a bentonite material injected into cavities of detention wall to create seal	\$4,000.00	\$1,000.00	Yes	1/8/2010	Detention wall stabilization	Address needs identified in latest JCC BMP inspection report	\$1,159.00	\$579.50
Stonehouse	WC038	Non-Routine Stormwater Maintenance	Re-set toe of outlet pipe and stabilize area with filter cloth and rip-rap, seed and erosion matting	\$2,500.00	\$1,000.00	Yes	3/31/2014	Address needs identified in latest JCC BMP inspection report	Address needs identified in latest JCC BMP inspection report	\$659.00	\$329.50

James City County Clean Water Heritage Grants FY15

Neighborhood	BMP ID	Project type	Project Summary	Estimated Project budget	Amount Requested	Maint. Agrmnt	Latest BMP Inspection Date	Project Objective	Grant Objective	Actual Project Budget	Amount Paid by JCC
Stonehouse	WC071	Stormwater Management Improvements	Provide a metal grate and rip-rap to prevent the inlet pipes from becoming clogged with debris	\$4,500.00	\$2,000.00	Yes	1/11/2010	Upgrade and repair BMP to improve water quality	Upgrade and repair BMP to improve water quality	\$1,659.00	\$829.50
Stonehouse	WC071	Non-Routine Stormwater Maintenance	Stabilize side of slope (geotextile fabric, matting, rip-rap) to prevent further material from going into BMP and downstream	\$4,500.00	\$1,000.00	Yes	1/11/2010	Address needs identified in latest JCC BMP inspection report	Address needs identified in latest JCC BMP inspection report	\$1,791.57	\$895.78
Stonehouse	WC039	Non-Routine Stormwater Maintenance	Stabilize side of slope (geotextile fabric, matting, rip-rap) to prevent further material from going into BMP and downstream	\$4,200.00	\$1,000.00	yes	3/31/2014	Slope stabilization and erosion prevention	Address needs identified in latest JCC BMP inspection report	\$971.50	\$485.75
Carter's Village	SC015	Non-Routine Stormwater Maintenance	Remove woody vegetation within 10' of structures, remove cattails, reseed area of erosion on side slope, restructure rip rap	\$2,200.00	\$1,000.00	yes	11/18/2014	Address needs identified in latest JCC BMP inspection report	Address needs identified in latest JCC BMP inspection report	\$2,200.00	\$1,000.00

James City County Clean Water Heritage Grants FY15

Neighborhood	BMP ID	Project type	Project Summary	Estimated Project budget	Amount Requested	Maint. Agrmnt	Latest BMP Inspection Date	Project Objective	Grant Objective	Actual Project Budget	Amount Paid by JCC
James River Commerce Center	JR038	Non-Routine Stormwater Maintenance	Re-seed bare areas, remove woody vegetation, clean out orifice of debris and re-install drop "T" at water level, remove trees on embankment	\$4,450.00	\$1,000.00	No	2/20/2014	Address needs identified in latest JCC BMP inspection report	Address needs identified in latest JCC BMP inspection report	\$4,440.00	\$1,000.00
Toano Trace	YC019	Non-Routine Stormwater Maintenance	Removal of debris, Removal of woody vegetation within 10' of structures, Removal of vegetation from rock swale	\$1,650.00	\$825.00	Yes	3/19/2014	Address needs identified in latest JCC BMP inspection report	Address needs identified in latest JCC BMP inspection report	\$1,650.00	\$825.00
Village Square	MC008	Stormwater Management Improvements	Clear access road, Remove woody vegetation, Repair V-ditch w/ filter fabric and rip-rap. Remove trees on embankment, install trash rack to prevent debris build-up	\$18,000.00	\$2,000.00	Yes	5/6/2013	Upgrade and repair BMP to improve water quality	Upgrade and repair BMP to improve water quality	\$18,000.00	\$2,000.00

\$14,695.03

**James City County
Rain Garden Program**

Rain Gardens FY15:

Completed	5
Square Footage	532
Area Treated (square feet)	14,832
Amount rebated	\$2,610.96
Homeowners contacted	34

James City County Clean County Commission Spring Cleanups

#	Neighborhood/ Organization	April 11th	April 18th	Cleanup Location	Number of Volunteers	Description of materials	Total Pounds (lbs) of Litter	# of Tires
1	Chickahominy Community Improvement CCIO	x	x	Brown's Neck Little Creek Dam, Friendship Drive, Chickahominy	4	paper, food bags	250	
2	First Colony	x		John Tyler Hwy, Monticello Greensprings	30	Litter	120	
3	Cedar Point Lane	x	x	Roadside of # 4600462	6	trash, tires, cans, car parts, boards, car rim, 3 TVs, clothes	250	10
4	Oak Tree Hunt Club & James City Ruritan Club	x	x	Zion Road Ware Creek Mt Laurel Richard Mill	29	Trash, Tires, Appliances	800	97
5	Season's Trace HOA		x	All Roads in Season's Trace & Powhatan	18	discarded furniture, litter	1040	0
6	Greensprings Plantation Community Association		x	Common Areas and Roadways	5	metal, cardboard, bottles, paper, plastic parts of car, brush, branches	250	0
7	Wexford Hills HOA	x		Common Areas and Roadways	16	bottles, cans, tires, trash, patio umbrella, sink, refrigerator casing, car seat	720	3
8	Odd Jobs	x	x	Croaker Road	5	Litter and Tires	62.5	
9	Westray Downs HOA	x	x	Common Area Roads and Playground	8	Litter and Tires	100	
10	Floyd Group	x	x	Roadsie Common Areas	10	Litter and Trash	125	
11	Centerville Neighborhood Association	x	x	Common Area Roadways	6	Furniture, Litter and Appliances	1000	0
12	Odd Jobs Clean-up Group	x	x	River Road Croaker, Fenton Mill	2	Tires and Trash	25	
13	Ironbound Square	x	x	Park and Roadway	8	trash / tires	400	20
14	Brookhaven HOA	x		Common Area Roadways	11	garages and s torage sheds, litter, leaves, grass clippings	7000	0
15	Grove Recreation and Community Organizations	x	x	Entire Residential Grove Street	200	Litter, Tires and Appliances	3175	
16	The Adam Hunt Conservative League		x	Easements, Vacant Lots, and Roadway	16	tires, kiddie pool, large metal ring, plastic bags, cans, bottles, paper	150	6
17	VFW Post 8046	x	x	Croaker Exchange and News Road	6	Litter	75	
18	Village of Westminster		x	HOA Common Areas including streets, clubhouse areas, pond and entrance on Rt. 60	12	Litter	150	
19	Lightfoot/ Mooretown Improvement League	x	x	Streets and Vacant Lots	10	Litter	125	
20	Sandy Hill Great Wood HOA	x	x	Streets and Vacant Lots	10	Litter	125	
21	Warhill Sports Complex Ponds		x	Warhill Sports Complex Ponds	10	litter	125	
22	Longhill Rd.		x	Longhill Rd. between the Rec Center and Fords Colony	1	litter	100	0

Appendix C-3

Exhibits for Minimum Control Measure #3 – Illicit Discharge Detection and Elimination

James City County Compliance Summary Statement

MCM3 Illicit Discharge Detection and Elimination

The James City County IDDE Program is an ongoing effort to perform routine inspections, respond to citizen complaints, and investigate possible illegal discharges into surface waters.

Highlights of the County's IDDE program in PY2 include:

- Up to date storm sewer mapping
- 4 IDDE investigations
- 71 dry weather screenings
- Reporting 27 Hazmat incidences to VADEQ
- Reporting 9 SSORS overflows

A key part of the IDDE program in this permit cycle has been the development of the Pollution Prevention Team. This collaboration has allowed staff members in different departments who work with environmentally hazardous materials to enhance relationships and work together to develop protocols and reporting methods. This team effort is also an important aspect of MCM6 – Pollution Prevention and Good Housekeeping.

The James City Service Authority has been under a consent order that, as of this permit year, is no longer in effect, in agreement with VADEQ and EPA. Although the consent order no longer applies, JCSA is upgrading lines and repairing defects in their system.

MCM 3 Illicit Discharge Detection and Elimination							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
3.1	Storm Sewer System Map	Maintain an accurate storm sewer system map and information table, including MS4 outfalls within the 2010 urbanized area	Updated information table	Stormwater Division	Annually	Updated information table	71 systems have been mapped - this is the entire amount operated by James City County.
3.1a	<i>Mapping of 2010 Urbanized Area Outfalls</i>	Update the storm sewer system map and information table to include MS4 outfalls within the 2010 urbanized area	2010 urbanized area storm sewer system map	Stormwater Division	PY4	Updated information table	No updates to report at this time
3.1b	<i>Notification of Downstream MS4</i>	Notify the downstream MS4 of any newly identified points of discharge	2010 urbanized area storm sewer system map	Stormwater Division	PY4	Notification Letters, if any	No updates to report at this time
3.2	Illicit Discharge Detection & Elimination Ordinance	Continue implementing and enforcing the Illicit discharge/Stormwater Management Ordinance.	Number of investigations and actions taken	Stormwater Division	Ongoing	Stormwater Management Ordinance, Chapter 18A of County Code	4 IDDE investigations in PY2. See detail in Appendix C-3
3.3	Illicit Discharge Detection & Elimination Procedures						
3.3a	<i>Standard Operating Procedures</i>	Maintain updated IDDE SOPs for dry weather screening and complaint followup	Protocol for responding and investigating IDDE	Stormwater Division	Ongoing	SOPs Developed During PY1	No updates to report
3.3b	<i>Promote and publicize procedures for public reporting of illicit discharges</i>	Implement the Illicit Discharge Complaint Follow up standard operating procedures	Number of citizen complaints	Stormwater Division	Ongoing	Clean Water Heritage website	See http://www.jamescitycountyva.gov/cleanwater/illegal-discharges.html
3.4	Continue implementing an illicit discharge detection and elimination program for the municipally-owned MS4 within the Urbanized Area.						
3.4a		Track illicit discharge detection and elimination activities.	Number of investigations and actions taken	Stormwater Division	Ongoing	PARS	4 IDDE investigations in PY2. See detail in Appendix C-3
3.4b		Perform dry weather screening of 50 (out of 70 total) MS4 outfalls on an annual basis.	Number of outfalls screened annually	Stormwater Division	Ongoing	Inspection Reports	71 dry weather screenings performed in PY2. This constitutes all known outfalls in this permit year.
3.4c		Yard inspections; Develop/enhance reporting relationship with Fire Department/Haz Mat Team; targeted education	Number of responses; number of inspections	Stormwater Division	Ongoing	Inspection Reports	Pollution Prevention Team developed. See meeting summaries in MCM 6 of this document.
3.5	Report all spills that reach state waters to the DEQ and DCR						
3.5a	<i>Report non-sewer spills and releases from small MS4 regulated properties that reach state waters to the Virginia EOC, who in turn reports to the DEQ.</i>	Report spills to Virginia EOC and file internal reports. Virginia EOC reports to Department of Environmental Quality's Pollution Response Program (PREP).	Number of internal reports. If applicable, obtain PREP Incidence Response number.	Fire Department	Report in accordance to Section III. G.	Internal report	27 incidents and a total of 95 gallons of HazMat spilled consisting of oil and gasoline.

MCM 3 Illicit Discharge Detection and Elimination							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
3.5b	<i>Report Sanitary Sewer Overflows through SSORS database.</i>	Continue to utilize SSORS to report Sanitary Sewer Overflows	Number of overflows	James City Service Authority (JCSA)	As necessary		9 overflows reported to DEQ in FY15. See detail in Appendix C-3.
3.6	Continue Sanitary Sewer System improvements in coordination with SSO consent order	Meet requirements of the Consent Order	Compliance accomplishments	JCSA	In accordance with Consent Order	As required by Consent Order	JCSA is no longer under Consent Order. A summary of projects is included in Appendix C-3
3.8	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Stormwater Division	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.

Date	Location	Initial Complaint	Action Taken	Description/Result	Photos Taken
8/14/2014	Farm Fresh 4501 John Tyler Hwy	Foul smell and liquid running along pavement from dumpster area	Site visit report made, met with store manager	Store manager stated that it is a constant problem with the dumpster supplier, he stated that site would be cleaned up within 7 days and he would contact the corporate office in regards to corrective action with the dumpsters	yes
9/12/2014	Martins, Monticello Ave	Food waste and grease build up around dumpster, liquid flowing towards stormdrain	Site visit report made, met with store manager	Store manager stated that he already has a cleaning crew in place to clean the rear dumpster pads and would have them come immediately	yes
1/23/2015	Carquest Auto Shop 7976 Richmond Rd	Possible black unknown oils draining out the back of the shop onto the ground, large black stains in the soil, witnessed a staff member dumping unknown liquid from a gas can onto the ground at the back right side of the building	Site visit made, found staining on rear exterior foundation cracks of building but no stains on or near ground, no other evidence of ID	Met with owner, he stated that rear stains were in area that he stores oil, and would clean the interior area and add drip pans to catch any spills, site reinspect made and changes have been made	
4/1/2015	Williamsburg Honda 7101 Richmond Rd	Large volume of debris including hoses, styrofoam, car parts, used storage barrels including one labeled for used antifreeze within close proximity to open stormwater drain, Dumpster in the area is also leaking unknown fluids in a direction towards storm drain	Site visit made, found existing conditions previously stated	Met with manager, walked to area of concern and explained why this is issue, he thanked staff for education and stated that it would be cleaned up immediately	yes

Dry Weather Screenings

Outfall ID	Date Inspected 2015	Dry Weather Screening 2015	Common Name	Pipe Type	Size	Comments
JR000002	3/17/2015	Visual assessment completed - Clear - No action required	Fire Station # 5	RCP	12"	
JR000003	3/17/2015	Visual assessment completed - Clear - No action required	Fire Station # 2	RCP	18"	
JR000004	3/17/2015	Visual assessment completed - Clear - No action required	James River ES	STEEL	48"	
MC000001	3/18/2015	Visual assessment completed - Clear - No action required	Rawls Byrd ES	HDPE	18'	dry pond
MC000002	3/18/2015	Visual assessment completed - Clear - No action required	Rawls Byrd ES	HDPE	18"	7/8 closed w/ sediment
MC000003	3/18/2015	Visual assessment completed - Clear - No action required	Rawls Byrd ES	RCP	15"	
PC201001	3/18/2015	Visual assessment completed - Clear - No action required	Jamestown HS	HDPE	42"	
PC201002	3/18/2015	Visual assessment completed - Clear - No action required	Jamestown HS	RCP	30"	
PC201003	3/18/2015	Visual assessment completed - Clear - No action required	Jamestown HS	HDPE	36"	bmp outlet
PC203001	3/18/2015	Visual assessment completed - Clear - No action required	DJ Montague ES	RCP	12"	
PC203002	3/18/2015	Visual assessment completed - Clear - No action required	DJ Montague ES	RCP	18"	
PC205001	3/18/2015	Visual assessment completed - Clear - No action required	Warhill HS	RCP	54"	
PC205002	3/18/2015	Visual assessment completed - Clear - No action required	Lafayette HS	HDPE	18"	
PC205003	3/19/2015	Visual assessment completed - Clear - No action required	Warhill Sports Complex	HDPE	24"	
PC205004	3/19/2015	Visual assessment completed - Clear - No action required	Warhill Sports Complex	HDPE	24"	delaminated pipe, channel filled
PC205005	3/19/2015	Visual assessment completed - Clear - No action required	Lafayette HS	CMP	48"	
PC205006	3/19/2015	Visual assessment completed - Clear - No action required	Warhill Sports Complex	HDPE	24"	
PC205007	3/20/2015	Visual assessment completed - Clear - No action required	Warhill Sports Complex	HDPE	15"	

Dry Weather Screenings

For MS4 Program plan 3.4b

James City County FY15

PC205008	3/20/2015	Visual assessment completed - Clear - No action required	Warhill Sports Complex	RCP	72"	
PC205009	3/20/2015	Visual assessment completed - Clear - No action required	Warhill Sports Complex	Unknown	Unknown	
PC205010	3/20/2015	Visual assessment completed - Clear - No action required	Warhill Sports Complex	Unknown	Unknown	
PC205011	3/20/2015	Visual assessment completed - Clear - No action required	Warhill Sports Complex	Unknown	Unknown	
PC205012	3/20/2015	Visual assessment completed - Clear - No action required	Warhill Sports Complex	Unknown	Unknown	
PC205013	3/20/2015	Visual assessment completed - Clear - No action required	Warhill Sports Complex	Unknown	Unknown	
PC205019	3/24/2015	Visual assessment completed - Clear - No action required	Warhill Sports Complex	Unknown	Unknown	
PC205021	3/24/2015	Visual assessment completed - Clear - No action required	Police Headquarters	HDPE	6"	
PC205022	3/24/2015	Visual assessment completed - Clear - No action required	Police Headquarters	HDPE	6"	
PC205023	3/25/2015	Visual assessment completed - Clear - No action required	Police Headquarters	HDPE	6"	
PC206001	3/25/2015	Visual assessment completed - Clear - No action required	Human Services Building	RCP	18'	unsure of diameter
PC207001	3/25/2015	Visual assessment completed - Clear - No action required	JCC Recreation Center	RCP	24"	
PC207002	3/25/2015	Visual assessment completed - Clear - No action required	JCC Recreation Center	HDPE	12"	
PC207003	3/25/2015	Visual assessment completed - Clear - No action required	JCC Recreation Center	PVC Pipe	12"	
PC207004	3/25/2015	Visual assessment completed - Clear - No action required	JCC Recreation Center	HDPE	12"	
PC207005	3/25/2015	Visual assessment completed - Clear - No action required	Adjacent to JCC Rec Center - 5231 Longhill Rd	PVC Pipe	12"	
PC208001	3/25/2015	Visual assessment completed - Clear - No action required	Tewning Road Complex	STEEL	21"	
PC208002	3/25/2015	Visual assessment completed - Clear - No action required	Tewning Road Complex	Steel	21"	
PC208003	3/25/2015	Visual assessment completed - Clear - No action required	NewTown Common Area Courthouse/Monticello	RCP	42"	? RIGHT OUTLET
PC210001	3/26/2015	Visual assessment completed - Clear - No action required	Mid County Park			

Dry Weather Screenings

For MS4 Program plan 3.4b

James City County FY15

PC210006	3/26/2015	Visual assessment completed - Clear - No action required	Marina	Unknown	Unknown	
PC210007	3/26/2015	Visual assessment completed - Clear - No action required	Marina	Unknown	Unknown	
PCTMS001	3/26/2015	Visual assessment completed - Clear - No action required	Clara Byrd Baker ES	RCP	18"	
PCTMS002	3/26/2015	Visual assessment completed - Clear - No action required	Clara Byrd Baker ES	RCP	15"	
PCTMS003	3/27/2015	Visual assessment completed - Clear - No action required	Clara Byrd Baker ES	Closed Pipe	Unknown	observation well
PCTMS004	3/27/2015	Visual assessment completed - Clear - No action required	Clara Byrd Baker ES	RCP	12"	
PCTMS005	3/27/2015	Visual assessment completed - Clear - No action required	Clara Byrd Baker ES	RCP	12"	
PCTMS006	3/27/2015	Visual assessment completed - Clear - No action required	JCSA Desal Plant	RCP	24"	
PCTMS007	3/30/2015	Visual assessment completed - Clear - No action required	Clara Byrd Baker ES			
SC000001	3/30/2015	Visual assessment completed - Clear - No action required	VDOT silo parcel ADJ to jail - 9340 Merrimac Trail	RCP	42"	pipe underwater, not observed
WC000001	3/30/2015	Visual assessment completed - Clear - No action required	ADJ to Volunteer FS Forge/Richmond Rd	RCP	12"	
WC000002	3/30/2015	Visual assessment completed - Clear - No action required	Stonehouse ES	RCP	24"	
WC000003	3/31/2015	Visual assessment completed - Clear - No action required	Stonehouse ES	RCP	15"	
WC000004	3/31/2015	Visual assessment completed - Clear - No action required	Stonehouse ES	RCP	18"	
WC000005	3/31/2015	Visual assessment completed - Clear - No action required	Stonehouse ES	RCP	15"	
WC000006	3/31/2015	Visual assessment completed - Clear - No action required	Stonehouse ES	RCP	24"	
WC000007	3/31/2015	Visual assessment completed - Clear - No action required	Stonehouse ES	RCP	18"	slope eroded above pipe
WC000008	4/1/2015	Visual assessment completed - Clear - No action required	ADJ to Volunteer FS Forge/Richmond Rd	RCP	15"	
YC102001	4/1/2015	Visual assessment completed - Clear - No action required	Toano MS	RCP	30"	dislodged end plate

Dry Weather Screenings

YC104001	4/1/2015	Visual assessment completed - Clear - No action required	Norge ES	RCP	24"	
YC104002	4/2/2015	Visual assessment completed - Clear - No action required	Norge ES	RCP	21"	
YCTMS001	4/2/2015	Visual assessment completed - Clear - No action required	WJCC Schools Transportation Center	PVC Pipe	15"	
YCTMS002	4/2/2015	Visual assessment completed - Clear - No action required	WJCC Schools Transportation Center	PVC	Unknown	
CC000001	3/16/2015	Visual assessment completed - Clear - No action required	Government Center	RCP	36"	
CC000002	3/16/2015	Visual assessment completed - Clear - No action required	Government Center	RCP	30"	
CC000003	3/16/2015	Visual assessment completed - Clear - No action required	Palmer Lane Complex	RCP		
DC000001	3/16/2015	Visual assessment completed - Clear - No action required	Upper County Park	PVC Pipe	6"	6 inch pipe
DC000002	3/16/2015	Visual assessment completed - Clear - No action required	Upper County Park	PVC Pipe	6"	6 inch pipe
GC101001	3/16/2015	Visual assessment completed - Clear - No action required	JB Blayton ES/Lois B. Hornsby MS Complex	RCP	24"	
GC101002	3/16/2015	Visual assessment completed - Clear - No action required	JB Blayton ES/Lois B. Hornsby MS Complex	RCP	30"	
GC101003	3/17/2015	Visual assessment completed - Clear - No action required	JB Blayton ES/Lois B. Hornsby MS Complex	RCP	15"	
GC101004	3/17/2015	Visual assessment completed - Clear - No action required	JB Blayton ES/Lois B. Hornsby MS Complex	HDPE	24"	
JR000001	3/17/2015	Visual assessment completed - Clear - No action required	Fire Station # 5	RCP	12"	

Incident Date (FD1.3)	Incident Number (FD1.5)	Incident Street Number (FD1.10)	Incident Street Name (FD1.12)	Incident Street Type (FD1.13)	Fire Incident Type - Code	Fire Incident Type	Hazardous Materials Release	Hazmat Amount Released (FD14.8)	Hazmat Released Into
07/02/2014	1404725	8013	POCAHONTAS	TRL	411	Gasoline or other flammable liquid spill			
07/17/2014	1405145	5500	WILLIAMSBURG LANDING	DR	411	Gasoline or other flammable liquid spill			
08/04/2014	1405586	6381	RICHMOND	RD	413	Oil or other combustible liquid spill			
08/21/2014	1406016	5601	RICHMOND	RD	413	Oil or other combustible liquid spill			
09/11/2014	1406526	11998	HUMELSINE	PKWY	411	Gasoline or other flammable liquid spill			
09/12/2014	1406560	99	JOLLY POND	RD	411	Gasoline or other flammable liquid spill			
10/16/2014	1407476	2005	POCAHONTAS	TRL	411	Gasoline or other flammable liquid spill			
10/21/2014	1407615	3611	NEWS	RD	411	Gasoline or other flammable liquid spill			
11/08/2014	1408067	7972	RICHMOND	RD	413	Oil or other combustible liquid spill			
11/09/2014	1408090	146	MAXTON	LN	411	Gasoline or other flammable liquid spill			
11/09/2014	1408101	154	LAFAYETTE	BLVD	411	Gasoline or other flammable liquid spill			
11/20/2014	1408393	4055	MIDLANDS	RD	411	Gasoline or other flammable liquid spill			
12/02/2014	1408741	8492	SHELDON BRANCH	PL	411	Gasoline or other flammable liquid spill			
12/03/2014	1408759	3942	THORNGATE	DR	411	Gasoline or other flammable liquid spill			
01/22/2015	1500619	6863	ARTHUR HILLS	DR	411	Gasoline or other flammable liquid spill			
03/21/2015	1502213	110	ORANGE	DR	413	Oil or other combustible liquid spill			
03/25/2015	1502324	7550	RICHMOND	RD	413	Oil or other combustible liquid spill			

Incident Date (FD1.3)	Incident Number (FD1.5)	Incident Street Number (FD1.10)	Incident Street Name (FD1.12)	Incident Street Type (FD1.13)	Fire Incident Type - Code	Fire Incident Type	Hazardous Materials Release	Hazmat Amount Released (FD14.8)	Hazmat Released Into
03/25/2015	1502327	97	GREENBRIER		413	Oil or other combustible liquid spill			
03/31/2015	1502495	8501	HUMELSINE	PKWY	413	Oil or other combustible liquid spill	Motor oil - from engine or portable container		
04/01/2015	1502518	100	CANHAM	RD	411	Gasoline or other flammable liquid spill		45	Ground
04/26/2015	1503170	147	BLOW FLATS	RD	413	Oil or other combustible liquid spill	Diesel fuel/fuel oil - vehicle fuel tank/portable	50	Air and ground
05/07/2015	1503445	9301	MERRIMAC	TRL	422	Chemical spill or leak			
05/07/2015	1503438	2465	I 64 E		413	Oil or other combustible liquid spill	Diesel fuel/fuel oil - vehicle fuel tank/portable		
06/04/2015	1504229	8800	POCAHONTAS	TRL	413	Oil or other combustible liquid spill	Motor oil - from engine or portable container		
06/05/2015	1504264	6658	RICHMOND	RD	413	Oil or other combustible liquid spill	Motor oil - from engine or portable container		
06/15/2015	1504523	7992	RICHMOND	RD	422	Chemical spill or leak			
06/29/2015	1504963	3952	NEWS	RD	411	Gasoline or other flammable liquid spill			

Report Filters

Incident Date (Fd1.3): is between '07/01/2014' and '06/30/2015'

Report Criteria

Fire Incident Type - Code: Is Equal To 411

Fire Incident Type - Code: Is Equal To 413

Fire Incident Type - Code: Is Equal To 422

Description

This report looks at Hazardous Material incidents that are Incident types 411, 413,& 422

SSORS Database - SPILL REPORT

Jurisdiction: All

Created on 7/22/2015 9:27:13 AM
Date Range, Reported between 07/01/2014 AND 06/30/2015

SSORS ID:	104000	Reported:	07/03/14 2:15 PM	Amount Spilled:	2000 Gallons
DEQ IR #:	SSORS#2015-T-104000	Reported by:	Tom Ebert	Amount Recovered:	600 Gallons
Asset ID:		Last Edited	07/07/14 3:02 PM	Reaching State Waters:	1400 Gallons
Reporting Jurisdiction:	James City	Last Edited by:	Tom Ebert	Spill Date:	07/03/14 11:00 AM
Spilled-In Jurisdiction:	James City	Phoned In:		Date Under Control:	07/03/14 2:20 PM
Responsible Party:	JCSA	Final Submittal:	07/07/14 3:02 PM	Spill Duration:	3 hour(s) 20 minute(s)
Site Name:	LS 2-4			SSO Classification:	Infrastructure

Cordinates:**Description Of Incident**

Bypass gate valve leaking on 10-inch bypass assembly for the station. Sewer leaks only when series pumps are running.

Possible Receptors

Skiffe's Creek. Notified Andrew Rich, 532-2625, Newport News Environmental.

Description of Materials

Pressurized sewer from the lift station. No solids visible.

Corrective Action

Coordinated 4-P&H trucks, Branscome and an HSRD shut off. Immediate plans to repair assembly.

-----July 3, 2014 02:15 PM-----

Replaced the faulty gate valve.

-----July 7, 2014 03:02 PM-----

DEQ Comments

(Reviewed 7/3/2014 2:23:29 PM by Camilla Fletcher)

None.

Attachments

None.

SSORS ID:	104002	Reported:	07/07/14 3:16 PM	Amount Spilled:	6500 Gallons
DEQ IR #:	SSORS#2015-T-104002	Reported by:	Tom Ebert	Amount Recovered:	4000 Gallons
Asset ID:	FM GL-100	Last Edited	07/10/14 1:32 PM	Reaching State Waters:	2500 Gallons
Reporting Jurisdiction:	James City	Last Edited by:	Tom Ebert	Spill Date:	07/07/14 10:16 AM
Spilled-In Jurisdiction:	James City	Phoned In:		Date Under Control:	07/07/14 3:03 PM
Responsible Party:	JCSA	Final Submittal:	07/10/14 1:32 PM	Spill Duration:	4 hour(s) 47 minute(s)
Site Name:	Two Rivers Road Force Main			SSO Classification:	Infrastructure

Cordinates:**Description Of Incident**

The grinder pump sewer service line failed just before the corporation stop at the force main.

Possible Receptors

Horne's Lake in Governor's Land, 560-feet distant. Sewer ran along the drainage ditch into the stormwater sewer drop inlet, leading into the lake.

Description of Materials

Sewage.

Corrective Action

Hired two additional sewer trucks to mitigate the spill. Excavation crew started as soon as Miss Utilities cleared. Quantity estimated at this time. P&H operations started at LS 8-4 & LS 8-8.

-----July 7, 2014 03:16 PM-----

Correction delayed due to availability of additional P&H trucks. JCSA P&Hed directly from spill site but the other trucks were needed at the two lift stations before we could shut down those lift stations and begin repairs.

-----July 10, 2014 01:32 PM-----

DEQ Comments

(Reviewed 7/7/2014 3:17:55 PM by Camilla Fletcher)

None.

Attachments

SSORS Database - SPILL REPORT

Jurisdiction: All

Created on 7/22/2015 9:27:14 AM
Date Range, Reported between 07/01/2014 AND 06/30/2015

None.

SSORS ID:	104119	Reported:	10/07/14 7:46 AM	Amount Spilled:	2200 Gallons
DEQ IR #:	SSORS#2015-T-104119	Reported by:	Tom Ebert	Amount Recovered:	1800 Gallons
Asset ID:		Last Edited	10/10/14 6:52 AM	Reaching State Waters:	400 Gallons
Reporting Jurisdiction:	James City	Last Edited by:	Tom Ebert	Spill Date:	10/06/14 10:06 AM
Spilled-In Jurisdiction:	James City James City Service	Phoned In:		Date Under Control:	10/06/14 10:56 AM
Responsible Party:	Authority	Final Submittal:	10/10/14 6:52 AM	Spill Duration:	0 hour(s) 50 minute(s)
Site Name:	2205 Jamestown Rd. Six inch force main.			SSO Classification:	Damage By Others

Cordinates:**Description Of Incident**

Contractor struck force main. Force main improperly marked by Miss Utility. JCSA responding with contractor to make repairs.

Possible Receptors

James River

Description of Materials

Fractured PVC pipe - only liquids discharged.

Corrective Action

Shut down lift station 2-1. Secured force main valves and isolated break. Pump and haul trucks removed sewer. JCSA made repair. Pot holes other segments to ensure no further breaches.

-----October 7, 2014 07:46 AM-----

-----October 10, 2014 06:52 AM-----

DEQ Comments (Reviewed 10/7/2014 7:56:14 AM by Camilla Fletcher)

None.

Attachments

None.

SSORS ID:	104128	Reported:	10/21/14 10:56 AM	Amount Spilled:	1600 Gallons
DEQ IR #:	SSORS#2015-T-104128	Reported by:	Tom Ebert	Amount Recovered:	1000 Gallons
Asset ID:		Last Edited	10/23/14 4:06 PM	Reaching State Waters:	0 Gallons
Reporting Jurisdiction:	James City	Last Edited by:	Tom Ebert	Spill Date:	10/21/14 7:49 AM
Spilled-In Jurisdiction:	James City	Phoned In:		Date Under Control:	10/21/14 8:35 AM
Responsible Party:	JCSA	Final Submittal:	10/23/14 4:06 PM	Spill Duration:	0 hour(s) 46 minute(s)
Site Name:	John Rolfe Force Main			SSO Classification:	Infrastructure

Cordinates:**Description Of Incident**

Sewer force main failure. Large tree root crushed the asbestos pipe. Passerby notified JCSA that they saw sewer seeping from the ground.

Possible Receptors

Lake Pasbehegh, 550-feet but it looks like we're recovering very successfully. No indications sewer reached the lake directly.

Description of Materials

Sewer without solids.

Corrective Action

Stopped all lift stations and stationed a P&H truck on site to recover sewage. Sent for contractors to cut tree, acquire additional P&H trucks and obtain asbestos certified support to cut the damaged section. Notified VDOT regarding road encroachment. Notified Miss Utility. Repaired sewer main with wrap around SS repair band.

-----October 21, 2014 10:56 AM-----

-----October 23, 2014 04:06 PM-----

DEQ Comments (Reviewed 10/21/2014 11:12:08 AM by Camilla Fletcher)

None.

Attachments

SSORS Database - SPILL REPORT

Jurisdiction: All

Created on 7/22/2015 9:27:14 AM
Date Range, Reported between 07/01/2014 AND 06/30/2015

None.

SSORS ID:	104139	Reported:	11/13/14 5:36 PM	Amount Spilled:	6000 Gallons
DEQ IR #:	SSORS#2015-T-104139	Reported by:	Tom Ebert	Amount Recovered:	6000 Gallons
	Force main: SV5020014				
Asset ID:	=> SV5020006	Last Edited	11/17/14 9:57 AM	Reaching State Waters:	0 Gallons
Reporting Jurisdiction:	James City	Last Edited by:	Tom Ebert	Spill Date:	11/13/14 1:53 PM
Spilled-In Jurisdiction:	James City	Phoned In:		Date Under Control:	11/13/14 2:35 PM
Responsible Party:	CA Barrs	Final Submittal:	11/17/14 9:57 AM	Spill Duration:	0 hour(s) 42 minute(s)
Site Name:	Riverside Health Center, Secondary Roadway			SSO Classification:	Damage By Others

Cordinates:**Description Of Incident**

Contractor struck the sewer force main from LS 1-7. Contractor failed to call Miss Utilities for his excavation.

Possible Receptors

None

Description of Materials

Sewage.
All initial estimates are based upon a visual, after the fact evaluation. No sewer discharged outside the local area. 4500-gal directly recovered and 1500-gal to be removed as spoils.

Corrective Action

CA Barrs notified JCSA. They set up a bypass pump to transfer the sewer to the Williamsburg gravity manhole adjacent the site (JCSA notified Williamsburg). Pit and trench dug to retain sewer at site. JCSA Isolated the force main via valving and LS 1-7 shut down. Support P&H trucks called to assist Lift Station operations.

-----November 13, 2014 05:36 PM-----

DEQ Comments (Reviewed 11/14/2014 7:05:25 AM by Camilla Fletcher)

None.

Attachments

None.

SSORS ID:	104140	Reported:	11/14/14 7:15 AM	Amount Spilled:	600 Gallons
DEQ IR #:	SSORS#2015-T-104140	Reported by:	Tom Ebert	Amount Recovered:	500 Gallons
Asset ID:		Last Edited	11/17/14 10:04 AM	Reaching State Waters:	0 Gallons
Reporting Jurisdiction:	James City	Last Edited by:	Tom Ebert	Spill Date:	11/13/14 5:30 PM
Spilled-In Jurisdiction:	James City	Phoned In:		Date Under Control:	11/13/14 6:00 PM
Responsible Party:	JCSA	Final Submittal:	11/17/14 10:04 AM	Spill Duration:	0 hour(s) 30 minute(s)
Site Name:	Olde Jamestown Court Apartments			SSO Classification:	Other

Cordinates:**Description Of Incident**

Sewer main obstructed and manhole overflowing.

Possible Receptors

None

Description of Materials

No solids discharged to the environment. Just liquids. Dead ended sewer main. Amount Released quantity reduced.

Corrective Action

PCL'ed the two adjacent sewer segments to clear the obstruction. Used the VacCon to collect pooled sewage. Disinfected the affected area. Will CCTV the sewer segments 11/14 AM for cause. CCTV indicated two areas of significant root intrusion. PCL removed root balls. Area to be scheduled for chemical root treatment in the future.

-----November 17, 2014 10:04 AM-----

DEQ Comments (Reviewed 11/14/2014 7:34:40 AM by Camilla Fletcher)

SSORS Database - SPILL REPORT

Jurisdiction: All

Created on 7/22/2015 9:27:14 AM
Date Range, Reported between 07/01/2014 AND 06/30/2015

None.

Attachments

None.

SSORS ID:	104162	Reported:	12/11/14 9:15 AM	Amount Spilled:	13363 Gallons
DEQ IR #:	SSORS#2015-T-104162	Reported by:	Tom Ebert	Amount Recovered:	0 Gallons
Asset ID:		Last Edited	12/15/14 11:37 AM	Reaching State Waters:	13363 Gallons
Reporting Jurisdiction:	James City	Last Edited by:	Tom Ebert	Spill Date:	12/10/14 2:49 PM
Spilled-In Jurisdiction:	James City	Phoned In:		Date Under Control:	12/10/14 3:25 PM
Responsible Party:	JCSA	Final Submittal:	12/15/14 11:37 AM	Spill Duration:	0 hour(s) 36 minute(s)
Site Name:	mh# 12064-064			SSO Classification:	Maintenance-Roots

Cordinates:**Description Of Incident**

Sewer spilling from manhole. Actual spill start date unknown. The Date of Spill is the date and time JCSA was notified.

Possible Receptors

Three lakes immediately north and west of this site, straddling the Powhatan Secondary roadway.

Description of MaterialsReported by CJ with Berkeley Realty. Little solids observed. Water consumption rates for the 87-unit apartments average 128-gals/day. An anticipated 2-day spill duration is selected because the spill was observed/reported from the nature walk adjacent the manhole. Area is regularly used. Factor out 40% for system capacity and sewer flowing past the obstruction. The estimated spill discharge is no greater than: $(87 \times 128 \times 2) \times .6 = 13,363$ -gallons.**Corrective Action**

PCLed the sewer main and mh# 12064-064 to clear the obstruction (roots at manhole). Completed root removal and CCTV of the surrounding sewer main.

-----December 11, 2014 09:15 AM-----

-----December 15, 2014 11:35 AM-----

DEQ Comments (Reviewed 12/11/2014 9:20:41 AM by Camilla Fletcher)

None.

Attachments

None.

SSORS ID:	104231	Reported:	03/27/15 8:13 AM	Amount Spilled:	173 Gallons
DEQ IR #:	SSORS#2015-T-104231	Reported by:	Tom Ebert	Amount Recovered:	0 Gallons
Asset ID:	Manhole number 11058B	Last Edited	03/30/15 2:28 PM	Reaching State Waters:	173 Gallons
Reporting Jurisdiction:	James City	Last Edited by:	Tom Ebert	Spill Date:	03/21/15 9:00 AM
Spilled-In Jurisdiction:	James City	Phoned In:		Date Under Control:	03/21/15 2:45 PM
Responsible Party:	JCSA	Final Submittal:	03/30/15 2:28 PM	Spill Duration:	5 hour(s) 45 minute(s)
Site Name:	2915 John Proctor			SSO Classification:	Maintenance-Grease

Cordinates:**Description Of Incident**

Sewer main obstructed with grease. The data was accidentally misplaced causing a delay in the SSOR reporting.

Possible Receptors

Unnamed stream 130 feet from manhole number 11058B.

Description of Materials

No solids released. Discharged rate estimated .5-gal/min

Corrective Action

SSORS Database - SPILL REPORT

Jurisdiction: All

Created on 7/22/2015 9:27:14 AM
Date Range, Reported between 07/01/2014 AND 06/30/2015

Did not disinfect because of the proximity of the stream and the spill site is outside of normal human contact. Plan to pressure clean and inspect sewer section. Repair sewer boot on the outgoing sewer main pipe. Review history for previous surcharges and will be evaluated for annual pressure cleaning.

-----March 27, 2015 08:13 AM-----

Inspected manholes. No signs of further surcharge. History review shows no other action required.

-----March 30, 2015 02:28 PM-----

DEQ Comments

(Reviewed 3/27/2015 8:25:31 AM by Camilla Fletcher)

None.

Attachments

None.

SSORS ID:	104280	Reported:	06/05/15 9:24 AM	Amount Spilled:	120 Gallons
DEQ IR #:	SSORS#2015-T-104280	Reported by:	Doug Lang	Amount Recovered:	0 Gallons
Asset ID:	12001B	Last Edited:	06/05/15 9:36 AM	Reaching State Waters:	120 Gallons
Reporting Jurisdiction:	James City	Last Edited by:	Camilla Fletcher	Spill Date:	06/04/15 4:30 PM
Spilled-In Jurisdiction:	James City James City Service Authority	Phoned In:		Date Under Control:	06/04/15 5:30 PM
Responsible Party:	Authority	Final Submittal:	06/05/15 9:25 AM	Spill Duration:	1 hour(s) 0 minute(s)
Site Name:	JCSA LS 1-2 Service area.			SSO Classification:	Capacity-Weather Related

Cordinates:**Description Of Incident**

Heavy rains in the area and issues with HRSD temporary bypass pumps at Greensprings PS caused the MH to leak at cracks in frame mortar joint.

Possible Receptors

Powhatan Creek

Description of Materials

No solids released. Estimated release rate was 2 GPM

Corrective Action

HRSD responded and resolved pump issues. Heavy rain subsided.

-----June 5, 2015 09:24 AM-----

DEQ Comments

(Reviewed 6/5/2015 9:36:04 AM by Camilla Fletcher)

None.

Attachments

None.

From: [Danny Poe](#)
To: [Suzanne Dyba](#)
Subject: RE: Need year-end reporting info
Date: Wednesday, August 19, 2015 12:26:48 PM

James City Service Authority is no longer under a Consent Order with DEQ. HRSD convinced DEQ and EPA that they could better address the wet weather SSO issues on a Regional basis, and that Localities could be released from regulatory compliance to a larger degree. HRSD entered into an agreement with the Localities called the "Hybrid Consolidation Plan" which relegated the responsibility of rehabilitation and capacity enhancement to HRSD in all of our (14 cities and counties) wastewater collection and conveyance systems. The Localities are responsible to perform Management, Operation, and Maintenance (MOM) of our systems in accordance with our DEQ approved MOM Plans. We are also responsible for repairing "significant" defects discovered in our systems unless those defects will be addressed by HRSD in their Regional Wet Weather Management Plan (RWWMP).

We are continuing to perform closed circuit television inspections on our gravity collection systems, manhole inspections, force main inspections, easement maintenance, pump station monitoring and etc. in accordance with our MOM Plan. I no longer am required to submit annual reports to DEQ, which is what I previously used to pull data for your MS4 report. We have made a number of significant defect repairs and rehabilitated on the order of 40 manholes this past year. HRSD is currently preparing the RWWMP to be submitted in November of 2017. Once approved HRSD will implement rehabilitation within the Locality systems on a schedule yet to be determined (likely to be over a 20 year span).

We did complete the LS 1-5 Area 1 Flextran Rehabilitation project October 2014. The project included about 11,000 feet of cured in place pipe lining and manhole rehabilitation. We realized significant Inflow and Infiltration reduction in that system upon completion of the project which will help with reduction of wet weather flows and potential SSO's. We also completed the Tarelton Bivouac sewer replacement project in March 2015. The project involved replacing about 300 feet of 8 inch gravity sewer main and 2 manholes. The existing mains had significant defects and grade issues, and made the system susceptible to occasional SSO's. HRSD completed installation of a Pressure Reducing Station along Route 199 near Kingspoint. The facility will reduce pressures in the upstream force main allowing our pump stations to pump into the system more easily and thereby reduce the potential for SSO's at about 20 sites.

If you need additional input or have any questions let me know.

Danny W. Poe, PE
Chief Wastewater Engineer



James City Service Authority
119 Tewning Road
Williamsburg, VA 23188-2639
P: 757-259-5452

Appendix C-4

Exhibits for Minimum Control Measure #4 – Construction Site Stormwater Runoff Control

James City County Compliance Summary Statement

MCM4 Construction Site Stormwater Runoff

The County has completed the first year of its role as a local VSMP authority, and continues to encourage and enforce responsible development practices.

The following is a list of Construction Site Runoff highlights for PY2:

1. Number of VESCP/VSMP inspections. **4,023 total (1,501 for development projects; 2,522 for single family).**
2. Number of plan reviews broken down by development plans and single family plans. **513 total (157 for development projects; 356 for single family).**
3. Number of enforcement actions broken down by development plans and single family plans. **414 total notices-to-comply (36 for development projects; 378 for single family).**
4. Number of contacts from citizens regarding VESCP/VSMP programs and the number of contacts resulting in site visits. **74 citizen contacts resulting in 74 contacts/visits and twelve (12) reports of unauthorized activities (RUA's) investigated under E&SC and Chesapeake Bay Preservation Area (CBPA) ordinances.**
5. Number of VSMP/VPDES construction general permit registrations performed by the local VSMP authority (per Chapter 8 of County Code). **14 registrations were processed by the local VSMP Authority and input into the state's Stormwater Construction General Permit System (SWCGPS) for state VPDES construction general permit (VAR10) coverage for the 34 local land disturbing/stormwater construction (VESCP/VSMP authority) permits issued. The difference in number between state VPDES CGP registrations and local VESCP/VSMP authority permit issuances is because of the VSMP category of Chesapeake Bay Preservation Area land disturbing activity (CBPA-LDAs). For CBPA-LDAs, state VPDES CGP registration is not required because land disturbing activity is equal to or greater than 2,500 square feet and less than 1 acre.**
6. Virginia DEQ certifications (ESC or SW) certifications obtained by staff – program administrators, inspectors, plan reviewers, or combined **Four (4) VESCP-ESC certification renewals were secured (one each - program administrator, inspector, plan review, and combined administrator). Six (6) VSMP-SW certifications received (one program administrator, four inspector, and one combined administrator. From these certifications/recertifications, two DUAL certificates were secured – one program administrator and one combined administrator.**
7. Number of local land disturbing/stormwater construction (VESCP/VSMP authority) permits by HUC – **34 permits representing 92.22 acres of disturbance.**

Other Items of Importance in FY15 (PY2):

- The County implemented its first cycle of instituting the annual permit maintenance fees for the VSMP per Section 8-34 of County Code and 9VAC25-870-830.
- Date of last finding of E&SC program consistency: September 2011; letter received from state on April 4, 2012
- Date of last finding of CBPA program consistency: June 2011; Letter received from state on June 27, 2011
- There were no civil charge settlements through the BOS for E&SC or CBP ordinance violations (RUA's).
- (NEW) Septic: 1,079 septic system pumpouts documented in FY15. Notice sent in FY15 was 1,200.
- The Strategy for Construction Site Stormwater Runoff, Compliance and Enforcement – MS4 Program Plan Update, Special Requirement, MCM #4 Construction Site Runoff Control, has been completed.

MCM 4 Construction Site Stormwater Runoff Control							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
4.1	Legal Authorities						
4.1.a	<i>LD Activities > 10,000 SF</i>	Continue to implement the James City County Erosion and Sediment Control Ordinance, Chapter 8 of the County Code	Number of regulated land-disturbing activities, number of acres disturbed, number of inspections	Engineering and Resource Protection Division	Ongoing	PARS	<u>28</u> local land disturbing permits were issued for <u>91.36</u> acres disturbed in PY2
4.1.b	<i>CBPA LD Activities >2,500 SF</i>	Continue to implement the James City County Erosion and Sediment Control Ordinance, Chapter 8 of the County Code	Number of regulated land-disturbing activities, number of acres disturbed, number of inspections	Engineering and Resource Protection Division	Ongoing	PARS	<u>33</u> local land disturbing permits were issued for <u>92.20</u> acres disturbed in PY2
4.1.c	<i>E&SC LD Activities</i>	Continue to implement the James City County Erosion and Sediment Control Ordinance, Chapter 8 of the County Code	Number of regulated land-disturbing activities, number of acres disturbed, number of inspections	Engineering and Resource Protection Division	Ongoing	PARS	<u>34</u> local permits issued in FY15 resulting in <u>92.22</u> acres of disturbance, and <u>4,023</u> inspections in PY2
4.1.d	<i>Individual Lot or CPOD LD Activities > 10,000 SF</i>	Continue to implement the James City County Erosion and Sediment Control Ordinance, Chapter 8 of the County Code	Number of regulated land-disturbing activities, number of acres disturbed, number of inspections	Engineering and Resource Protection Division	Ongoing	PARS	number of single-family "Permit Agreement in Lieu of a Stormwater Management Plan for a Single Family Detached Residential Structure" is <u>356</u> for FY15
4.2	Plan Review Process	Continue to implement the site plan review, LID implementation where deemed appropriate, construction site BMP, and inspection provisions of the County's Erosion and Sediment Control Ordinance.	Number of plan reviews, Number of plan approvals	Engineering and Resource Protection Division	Ongoing	PARS	<u>513</u> total plan reviews (<u>157</u> for development projects; <u>356</u> for single family)
4.3	Compliance and Enforcement						
4.3a	<i>Construction Site Inspection Program</i>	Implement construction site inspection program with sufficient frequency to ensure compliance with approved erosion and sediment control plan or agreement in lieu of plan in accordance with Chapter 8 of the County Code.	Number of inspection, inspection frequency	Engineering and Resource Protection Division	Ongoing	PARS	<u>4,023</u> total (<u>1,501</u> for development projects; <u>2,522</u> for single family).

MCM 4 Construction Site Stormwater Runoff Control							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
4.3b	<i>Citizen Complaint Process</i>	Continue to receive and respond to information from citizens relating to the County's erosion and sediment control program through personal visits, email, telephone, and the County's web page.	Number of calls/requests, number of site visits	Engineering and Resource Protection Division	Annually	PARS	74 citizen contacts resulting in 74 contacts/visits and twelve (12) reports of unauthorized activities (RUA's) investigated under E&SC and Chesapeake Bay Preservation Area (CBPA) ordinances.
4.3c	<i>Enforcement</i>	Continue to implement progressive compliance and enforcement strategy where appropriate in accordance with Chapter 8 of the County Code.	Number and type of enforcement actions	Engineering and Resource Protection Division	Annually	PARS	414 total notices-to-comply (36 for development projects; 378 for single family)
4.4d	<i>Written Compliance and Enforcement Procedures</i>	Review and update written compliance and enforcement procedures to control erosion and sediment and prevent the discharge of nonstormwater to the MS4.	Protocol	Engineering and Resource Protection Division	PY2	Protocol	Compliance inspection summary located in Appendix C-4
4.4	Regulatory Coordination	Implement inspection provisions of the local Stormwater Management Ordinance for VSMP authority permits including Pollution Prevention Plans contained within the SWPPP.	Number of permit applications, permits issued and inspections	Engineering and Resource Protection Division	Annually	Copies of permits and registration statements	3 Construction General Permits processed for the VSMP authority in PY2
4.5	Certifications	Ensure that plan reviewers, inspectors, and program administrators obtain the appropriate certifications as required under the Erosion and Sediment Control Law and the Stormwater Management Act.	Certifications obtained	Engineering and Resource Protection Division	Ongoing	Copies of certificates	Four (4) VESCP-ESC certification renewals were secured, and Six (6) VSMP-SW certifications received
4.6	Tracking and Reporting	Continue to track and report through appropriate tracking systems.	the total number of permitted land disturbing activities, disturbed acreage, inspections conducted and number and type of enforcement actions taken	Engineering and Resource Protection Division	Annually	PARS and Enforcement Documentation	34 permits representing 92.22 acres of disturbance; 4,023 total inspections; 414 total notices-to-comply
4.7	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Engineering and Resource Protection Division	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.



**E & S Data
James City
County
Jul 2014 to Jun 2015**

Approved E&S Plans

TOTAL: 34

	HUC Codes													Total	
	JL26	JL27	JL28	JL29	JL30	JL31	JL33	JL34	JL35	YO62	YO63	YO65	YO67		YO68
July 2014			1			3	1			1					6
August 2014				1					1						2
September 2014					1		1		1						3
October 2014				1		2			1	3					7
November 2014						1									1
December 2014						1				2					3
January 2015				1		1			1						3
February 2015			1		1	2		1				0			5
March 2015									1	1					2
April 2015			1			1									2
May 2015															
June 2015						0			0						0
HUC Totals:			3	3	2	11	2	1	5	7		0			34

Disturbed Acres on Approved E&S Plans

TOTAL: 92.228

HUC Codes



**E & S Data
James City
County**

Jul 2014 to Jun 2015

	JL26	JL27	JL28	JL29	JL30	JL31	JL33	JL34	JL35	YO62	YO63	YO65	YO67	YO68	Total
July 2014			4.62			5.79	5.3			4.45					20.16
August 2014				1.6					1.25						2.85
September 2014					0.1		0.92		0.76						1.78
October 2014				2.63		18.52			2.1	12.11					35.36
November 2014						0.218									0.218
December 2014						0.1				7.19					7.29
January 2015				0.27		0.28			0.22						0.77
February 2015			0.88		6.02	1.7		0.24				0			8.84
March 2015									11.22	0.46					11.68
April 2015			0.28			3									3.28
May 2015															
June 2015						0			0						0
HUC Totals:			5.78	4.5	6.12	29.608	6.22	0.24	15.55	24.21		0			92.228

E&S Inspections

TOTAL: 1501

HUC Codes



**E & S Data
James City
County**

Jul 2014 to Jun 2015

	JL26	JL27	JL28	JL29	JL30	JL31	JL33	JL34	JL35	YO62	YO63	YO65	YO67	YO68	Total
July 2014			21	16		79	8	10	5	12		1			152
August 2014		1	15	8	0	54	9	8	3	10					108
September 2014		1	16	9	1	58	3	11	4	9		2			114
October 2014			13	27	0	74	14	15	6	15					164
November 2014			11	8	0	53	5	5	9	20	0	1			112
December 2014			11	7	0	48	6	2	9	15	0	2			100
January 2015			16	10	0	50	7	0	9	26					118
February 2015			15	9	0	63	9	0	10	17		1			124
March 2015			24	11	0	70	8	0	7	21	0	3			144
April 2015			20	13	0	42	5	0	7	15	0	7			109
May 2015	0	0	17	10	0	66	10	1	2	10		5			121
June 2015	0	0	17	8	0	66	8	0	10	21		5			135
HUC Totals:	0	2	196	136	1	723	92	52	81	191	0	27			1501

E&S Enforcement Actions

TOTAL: 36

HUC Codes



**E & S Data
James City
County**

Jul 2014 to Jun 2015

	JL26	JL27	JL28	JL29	JL30	JL31	JL33	JL34	JL35	YO62	YO63	YO65	YO67	YO68	Total
July 2014			3	0		1	0	0	0	0		0			4
August 2014		0	1	1	0	2	0	0	0	0					4
September 2014			6			1									7
October 2014			0	0	0	0	0	0	0	0					0
November 2014				1		1									2
December 2014			2												2
January 2015			1				1	1		1					3
February 2015						3									3
March 2015			2	1						1					4
April 2015			1			1									2
May 2015						1									1
June 2015						2				2					4
HUC Totals:		0	16	3	0	12	1	0	0	4		0			36

HUC Code	HUC Name
JL26	Diascund Creek-Diascund Creek Reservoir
JL27	Diascund Creek-Mill Creek
JL28	Chickahominy River-Yarmouth Creek
JL29	Chickahominy River-Morris Creek
JL30	James River-Broad Swamp
JL31	Powhatan Creek
JL33	James River-Lower Chippokes Creek
JL34	College Creek
JL35	James River-Skiffes Creek
YO62	Ware Creek
YO63	York River-Philbates Creek
YO65	York River-Skimino Creek



YO67 Queen Creek
YO68 York River-Carter Creek

E & S Data
James City
County
Jul 2014 to Jun 2015

**Fiscal Year FY15: End-of-Year Report
Engineering & Resource Protection Division - Director's Worksheet**

Measure	FY03	FY04	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15 1st Half	FY15 2nd Half	FY15 Total	
	Drainage & stormwater pollution prevention plans (SWPPPs) reviewed	171	185	195	209	216	261	189	167	195	170	147	191	70	87	157
Local land disturbing/stormwater construction permits issued	75	96	93	100	78	77	63	49	57	49	37	63	22	12	34	
VSMP/VPDES construction general permits processed	<i>Not tracked</i>												4	10	14	
Development project compliance inspections (VESCP/VSMP)	3,586	2,665	3,074	2,586	4,138	4,037	2,730	3,992	2,580	2,379	1,616	1,790	750	751	1,501	
Single family plans reviewed (VESCP/VSMP)	801	889	889	727	577	254	195	273	307	292	354	361	157	199	356	
Single family compliance inspections (VESCP/VSMP)	2,695	2,576	2,920	2,738	2,052	776	1,188	843	1,317	1,056	1,493	1,567	839	1,683	2,522	
Wetland board cases heard	13	14	9	10	9	7	13	8	7	6	12	7	3	6	9	
Wetland joint permit application (JPA) reviews - no cas	<i>Not tracked</i>				36	25	28	10	22	22	18	18	3	8	11	
Chesapeake Bay Board cases heard		0	13	27	44	39	21	26	29	27	25	33	11	14	25	
CBPA administrative cases processed (CBE's)	35	46	69	102	69	113	125	129	112	170	135	123	50	56	106	
Perennial flow determinations (PFDs)		47	133	84	138	123	98	104	66	189	220	135	66	48	114	
Septic system pumpouts documented	250	95	400	495	492	1,239	676	656	299	686	918	1,068	617	462	1,079	
Special stormwater criteria (SSC) applied	<i>Not tracked</i>						14	36	49	32	37	82	21	28	49	
Streetlight requests handled	<i>Not tracked</i>								7	5	7	11	3	3	6	
Percentage of drainage & stormwater pollution prevention plan (SWPPPs) reviewed within 30 days of receipt	97.0%	88%	83%	76%	82%	79.7%	96.3%	97.6%	97.5%	99.4%	98.7%	96.3%	100.0%	96.5%	98.1%	
Percentage of drainage & stormwater pollution prevention plan (SWPPPs) reviewed within 21 days of receipt			60%	64%	71%	58.5%	82.5%	88.0%	92.9%	94.7%	89.8%	92.7%	96.6%	90.8%	91.7%	
Total number of plans processed (all plans of development, not including single-family)	389	436	522	582	610	661	429	383	391	343	328	441	205	203	408	
Percentage of total plans approved within 3 submittals (all plans of development, not single-family)	<i>Not tracked</i>					90.7%	92.2%	91.1%	84.9%	87.1%	83.2%	88.7%	84.5%	76.7%	80.6%	
Total land area serviced - plan of development review (acre)	<i>Not tracked</i>										150.1	150.7	249.2	--	--	114.30

Notes:

1. VESCP means state/local Virginia Erosion and Sediment Control Program. County is a designated VESCP authority.
2. VSMP means state/local Virginia Stormwater Management Program. County is a designated VSMP authority.
3. VPDES means state Virginia Pollutant Discharge Elimination System. County administers certain provisions of the state VPDES construction general permit (CGP) program.
4. CBPA means state/local Chesapeake Bay Preservation Area program. County administers local program.
5. CBE means a Chesapeake Bay exception, waiver, exemption, permitted buffer modification, steep slope waivers and enforcement cases processed under the CBPA program.
6. A SWPPP includes a site erosion and sediment control (E&SC) plan, a site stormwater management (SWM) plan, and/or a pollution prevention (P2) plan.
7. Drainage & SWPPP review above are for new project submittals, first reviews only (not resubmittals).
8. A local land disturbing/stormwater construction permit is defined as a local VESCP/VSMP authority permit.
9. VSMP/VPDES construction general permits processed above include new registrations, transfers, modifications and notices of termination. New measure starting in FY15.
10. Local implementation of state VSMP/VPDES construction general permit program began on July 1, 2014 (FY15).
11. Total land area serviced is a compilation of project land disturbing activity (LDA), steep slope impact, CBE's, and single-family plans reviewed.

*Stormwater Management Progressive Compliance and Enforcement
Minimum Control Measure 4 – Construction Site Stormwater Runoff Control*

Special conditions of our MS4 permit VAR040037 issued on July 1, 2013 requires from Table 1 on Page 2 the following “update” in Section II B 5 4 of the permit within 24 months after permit coverage.

- 1) Division construction site stormwater runoff control inspectors obtain required certificates of competency as certified project inspectors for ESC and SWM as outlined in Chapter 850, Code of Virginia (9VAC25-850 et. seq) with oversight from VESCP/VSMP program administrator who shall have and maintain a combined administrator certification for ESC and SWM (or dual certification).
- 2) Reference to the following table (TABLE 1) compiled from all the state regulations as it pertains to construction site compliance inspections and used by our VESCP/VSMP compliance inspection staff (ie. our local protocol). *Note: A similar form of this table was first issued to our construction site runoff control inspectors for use on September 4, 2014.*
- 3) General use of select information, procedures and methods from the *Commonwealth of Virginia, Department of Environmental Quality, Construction Stormwater, FFY 2015 Compliance Monitoring Strategy* document as issued to the local VSMP Authority on May 18, 2015 (ATTACHMENT 2). Although a state document, has helpful general information for local VESCP/VSMP authority inspectors to use.
- 4) General use of select information, procedures and methods from the *Commonwealth of Virginia, Department of Environmental Quality, Water Division, Guidance Memo No. 15-2004, Point Assessment for Alleged Violations of the Construction Stormwater Permit Criteria and Enforcement Referral Guidance* as issued to the local VSMP Authority on May 18, 2015 (ATTACHMENT 3). Although a state document, has helpful general information for local VESCP/VSMP authority inspectors to use.
- 5) Continuing ongoing dialogue and coordination with our assigned Stormwater Compliance Specialist from the Virginia DEQ Tidewater Regional Office specific to VESCP/VSMP/VPDES construction general permit inspection and enforcement activities and procedures as required by the local VESCP/VSMP authority in coordination with the Department as agent of the State Water Control Board.

JAMES CITY COUNTY, VIRGINIA (VЕСP/VSMP Authority)

Compliance Inspections for CONSTRUCTION Activities (Not Post-Construction Inspections) - Construction Site Stormwater Runoff Control

Measurable Storm Event – from various regulations, defined as a rainfall event generally producing ¼ inch (0.25 inches) of rain or greater within a 24 hour period.

	VPDES - CGP Construction General Permit (CGP) Program <i>9VAC25-880-70 Part IIF</i>	VЕСP – E&S Erosion and Sediment Control Program <i>9VAC25-840-60</i>	VSMP - SWPPP Virginia Stormwater Management Program <i>9VAC25-870-114</i>	MS4 – SW Discharge Permit County MS4 Permit Program Plan <i>Permit No. VAR040037</i>
Responsibility	Operator	James City County	James City County	James City County
Frequency	<p>At least once every five (5) business days; or</p> <p>At least once every ten (10) business days and no later than 48 hours following a measurable storm event (if event occurs when there are more than 48 hours between business days, ie. weekend, inspection must be conducted no later than the next business day;</p> <p>Where areas have been temporarily stabilized or land disturbance activity (LDA) suspended due to continuously frozen ground conditions and stormwater discharges are unlikely the inspection frequency may be reduced to once per month;</p> <p>If weather conditions make discharges likely, regular inspection schedules resume.</p> <p><u>Impaired Waters and TMDL Limitations</u> <i>9VAC25-880 Part I(B)(4)</i> At least once every four (4) business days; or</p> <p>At least once every five (5) business days and no later than 48 hours following a measurable storm event (if event occurs when there are more than 48 hours between business days, ie. weekend, inspection must be conducted on the next business day).</p>	<p>During or immediately following initial installation of erosion and sediment controls;</p> <p>At least once in every two (2) week period;</p> <p>Within 48 hours following any runoff producing storm event;</p> <p>At completion of the project before release of performance bonds (surety);</p> <p>By special directive of the VЕСP program administrator based on citizen complaint or observations or coordination with DEQ Tidewater Regional office.</p>	<p>Periodically;</p> <p>In response to complaint or to assess a non-permitted site; or</p> <p>Alternative inspection program approved by the State Water Control Board (not applicable in JCC);</p> <p>By special directive of the VSMP program administrator based on citizen complaint or observations or coordination with DEQ Tidewater Regional office.</p> <p><i>(VSMP regulations provide the VSMP authority inspector the flexibility to determine when to inspect a particular site. This allows the inspector to prioritize their inspections based on activities at the site. VSMP and VЕСP regulations and the VPDES CGP provide guidelines for what the inspector needs to look for.)</i></p>	<p>Minimum Control Measure (MCM) # 4 Construction Site Runoff Control, Section II(B)(4)(c)</p> <p>The operator (JCC) shall implement an inspection schedule as follows:</p> <p>Upon initial installation of erosion and sediment controls;</p> <p>At least once during every two week period;</p> <p>Within 48 hours of any runoff-producing storm event;</p> <p>Upon completion of the project and prior to release of any applicable performance bonds (surety);</p> <p>At request of MS4 program coordinator who specifically requests through the VЕСP/VSMP program administrator based on citizen complaint or observations or coordination with DEQ Tidewater Regional office.</p>

VSMP/VPDES Construcion General Permits Processed FY15

Project	Site Plan No	LD Permit No	Acres Dist	LD Issue Date	Insp Code	HUC	VAR No	CGP Date	CGP Fee
NEW TOWN - SECTION 3 & 6 - BLOCK 21 - NEW TOWN ASSISTED LIVING FACILITY (5525 DISCOVERY PARK BLVD)	SP-083-14	16-01	4.25	7/6/2015	PC-113	JL31	VAR10H031	23-Jun-15	\$2,700.00
KING OF GLORY LUTHERAN CHURCH ADDITION -- PHASE 1 (4897 LONGHILL ROAD)	SP-109-13	14-53	2.96	5/21/2014	PC-059	JL31	VAR10G894	21-May-15	\$2,700.00
HISTORIC POWHATAN RESORT LAKE DREDGING & ADA COMPLIANCE (3601 Ironbound Rd)	SP-054-12	15-34	3	4/28/2015	PC-619	JL31	VAR10G807	23-Apr-15	\$2,700.00
BURWELL'S BLUFF (1010 Kingsmill Rd)	S-051-13	15-31	11.22	3/31/2015	JR-273	JL35	VAR10G676	20-Mar-15	\$4,500.00
JCC - JAMESTOWN BEACH SITE IMPROVEMENTS (2205 Jamestown Rd)	SP-062-13	15-27	6.02	2/3/2015	JR-272	JL30	VAR10G552	28-Jan-15	\$952.00
WINDSORMEADE MARKETPLACE WENDYS - (4800 MONTICELLO AVE)	SP-066-14	15-26	1.17	2/2/2015	PC-617	JL31	VAR10G555	27-Jan-15	\$2,700.00
BRYANT PROPERTIES, LLC COMPLEX (7754 RICHMOND ROAD)	SP-106-08	10-11	3	8/26/2009	WC-196	YO62	VAR10G354	07-Nov-14	\$2,700.00
JACOBS INDUSTRIAL CENTER - PARCEL 9 - GREEN SIDE UP LANDSCAPING INC - (251 INDUSTRIAL BLVD)	SP-029-14	15-18	1.52	10/27/2014	WC-213	YO62	VAR10G316	21-Oct-14	\$2,700.00
HRSD - WILLIAMSBURG INTERCEPTOR CONTRACT "A" REPLACEMENT PH 3 ARCHAEOLOGICAL INVESTIGATION	SP-020-12	15-17	2.1	10/20/2014	JR-271	JL35	VAR10G291	06-Oct-14	\$756.00
GREENSPRINGS MOBILE HOME PARK SANITARY SEWER UPGRADE (4131 CENTERVILLE ROAD)(86 MOBILE HOMES)	SP-016-14	15-15	2.626	10/8/2014	GC-030	JL29	VAR10G261	23-Sep-14	\$2,700.00
NEW TOWN - SECTION 2 & 4 - BLOCK 3 - PARCEL C (4175 Ironbound)	SP-126-06	15-14	0.2	10/2/2014	PC-041	JL31	VAR10G260	23-Sep-14	\$290.00
ANHEUSER-BUSCH BREWERY - FAB TOTE HANDLING BREWERY (7801 POCAHONTAS TRAIL)	SP-110-13	14-51	0.97	5/16/2014	CC-107	JL34	VAR10G242	17-Sep-14	\$290.00
JCC - FREEDOM PARK EXPANSION - (5537 CENTERVILLE RD)	SP-094-13	15-08	1.6	8/14/2014	GC-029	JL29	VAR10G153	13-Aug-14	\$756.00
JCC - BRUTON FIRE STATION NO. 1 (3135 FORGE RD)	SP-115-13	15-05	4.45	7/30/2014	WC-210	YO62	VAR10G015	25-Jul-14	\$756.00
TOTALS			45.086				14		\$27,200.00

**James City County Engineering and Resource Protection
 Virginia State Water Control Board / Virginia DEQ Certifications & Professional Licensing
 Virginia Erosion & Sediment Control Program (VESCP)**



No.	Current Position	Last Name	First Name	VESCP - Erosion and Sediment Control Program								Professional	
				Program Admin		Inspector		Plan Reviewer		Combined Admin		License	
				Cert #	Expire	Cert #	Expire	Cert #	Expire	Cert #	Expire	Type	Expire
1	INSPECTOR SUPERV	BUCHITE	JOSEPH J			2247	05/31/17	393	11/30/15				
2	INSPECTOR SENIOR	CREECH	TINA E			2007	11/30/16	513	05/31/16				
3	LEAD ENGINEERING ASSISTANT	DAVIS	MELANIE J	DPA0103	01/30/18								
4	INSPECTOR III (SENIOR)	JOHNSON	GREGORY B			3439	05/31/18	581	05/31/18				
5	INSPECTOR II	MACINTYRE	MELISSA E			ESIN0143	11/06/17	ESPR0103	12/17/17				
6	ENGINEER II	MORGADO	JUAN CARLOS							ESCA0134	02/06/18		
7	INSPECTOR III (SENIOR)	PARKER	AMY Y			3692	05/31/16	537	11/30/16				
8	ENGINEERING ASSISTANT	PETTY	JANICE E										
9	DIRECTOR	THOMAS	SCOTT J							DCA0158	11/10/17	PE	07/31/17
10	CIVIL ENGINEER CHIEF	WELLS	DEIRDRE P							ESCA0127	12/30/17	PE	07/31/17
11	PLANNER II SENIOR	WOOLSON	MICHAEL D									LA	02/28/17

ESC

**James City County Engineering and Resource Protection
Virginia State Water Control Board / Virginia DEQ Certifications & Professional Licensing
Virginia Stormwater Management Program (VSMP/VPDES)**



VSMP / VPDES Construction General Permit - Stormwater Management Programs																
No.	Current Position	Last Name	First Name	Stormwater Training Courses			Program Admin		Inspector		Plan Reviewer		Combined Admin		Professional License	
				Basic	Inspector	Plan Review	Cert #	Expire	Cert #	Expire	Cert #	Expire	Cert #	Expire	Type	Expire
1	INSPECTOR SUPERV	BUCHITE	JOSEPH J	X	X											
2	INSPECTOR SENIOR	CREECH	TINA E	X	X											
3	LEAD ENGINEERING ASSISTANT	DAVIS	MELANIE J	X			DPA0103	01/30/18								
4	INSPECTOR III (SENIOR)	JOHNSON	GREGORY B	X	X											
5	INSPECTOR II	MACINTYRE	MELISSA E	X	X											
6	ENGINEER II	MORGADO	JUAN CARLOS	X	X	X										
7	INSPECTOR III (SENIOR)	PARKER	AMY Y	X	X											
8	ENGINEERING ASSISTANT	PETTY	JANICE E	X												
9	DIRECTOR	THOMAS	SCOTT J	X	X	X										
10	CIVIL ENGINEER CHIEF	WELLS	DEIRDRE P	X	X	X								DCA0158	11/10/17	PE 07/31/15
11	PLANNER II SENIOR	WOOLSON	MICHAEL D	X												LA 02/28/17

SW

**Land Disturbing Permits (FY15)
for July 1, 2014 to June 30, 2015 - PY2**

Count	HUC	Watershed	Number of Permits	No. of Acres Treated
1	JL26	Diascund Creek	0	0.00
2	JL27	Diascund Creek	0	0.00
3	JL28	Chickahominy River	3	5.78
4	JL29	Chickahominy River	3	4.50
5	JL30	James River	2	6.12
6	JL31	Powhatan Creek	11	29.60
8	JL33	Mill Creek	2	6.22
9	JL34	College Creek	1	0.24
10	JL35	James River	5	15.55
11	YO62	Ware Creek	7	24.21
12	YO63	York River	0	0.00
13	YO65	York River	0	0.00
14	YO68	York River	0	0.00
Totals			34	92.22

Appendix C-5

Exhibits for Minimum Control Measure #5 – Post-Construction Stormwater Management in New Development and Re- development

James City County Compliance Summary Statement

MCM5 Post-Construction Stormwater Management

James City County continues its tradition of proactive post-construction stormwater management through its permitting processes, inspection procedures, and maintenance agreements.

The following are highlights of the County's stormwater management program for PY2:

- 14 registrations were processed by the local VSMP Authority and input into the state's Stormwater Construction General Permit System (SWCGPS) for state VPDES construction general permit (VAR10) coverage for the 34 local land disturbing/stormwater construction (VESCP/VSMP authority) permits issued. The difference in number between state VPDES CGP registrations and local VESCP/VSMP authority permit issuances is because of the VSMP category of Chesapeake Bay Preservation Area land disturbing activity (CBPA-LDAs). For CBPA-LDAs, state VPDES CGP registration is not required because land disturbing activity is equal to or greater than 2,500 square feet and less than 1 acre.
- 16 Declaration of Covenants/Inspection-Maintenance Agreements (DOC-I/M's) secured for the 34 local land disturbing/stormwater construction (VESCP/VSMP authority) permits issued. The 18 cases that did not secure agreements were because they were not needed because of one of the following reasons: 1) no storm systems or stormwater management/BMPs were proposed on the site; 2) the project was an erosion and sediment control (E&SC) only project; 3) plan amendments (unless it did not have a parent agreement); or 4) County/JCSA/WJCC school projects.
- 278 private SWMF inspections. Notices of non-compliance were issued to owners of BMPs needing some kind of attention. Written standard operating procedures for inspection and enforcement were developed in PY2 and approved by the County Attorney's office.
- 356 single family plans reviewed (VESCP/VSMP) for FY15 under the Individual Residential Lot BMP Program.
- Number of inspections of County SWMFs in PY2 was 86, which is the total number of County-owned/maintained facilities. Annual maintenance activities are reported on a monthly basis.
- A total of 31 stormwater management/BMP facilities were assigned County BMP ID code numbers and/or installed in FY15 (GIS and MSAccess database).

MCM 5 Post-Construction Stormwater Management in New Development and Development of Prior Developed Lands							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
5.1	Oversight Requirements	Continue to implement the stormwater criteria of the Chesapeake Bay Preservation, and Erosion and Sediment Control Ordinances for new development and redevelopment, and update ordinances to comply with Section II.5.a of the General Permit.	Updated Ordinance, Chapter 8, County Code	Engineering and Resource Protection Division	Ongoing	Chapter 8, Article II of the County Code - The Virginia Stormwater Management Program	There are no updates to the ordinance in PY2.
5.2	VSMP Permits	Continue to require construction site owners and operators to secure authorization to discharge stormwater from construction activities under a VSMP permit for construction activities that result in a land disturbance of greater than or equal to 2500 square feet in all areas of the County as the entire County is designated as a Chesapeake Bay Preservation Area.	Number of permit registration statements and permits obtained.	Engineering and Resource Protection Division	Ongoing	File copies of permits and registration statements	14 registrations were processed and input into the state's (SWCGPS) for state VPDES construction general permit (VAR10) coverage for the 34 local land disturbing/ stormwater construction permits issued. A summary was provided in Appendix C-4.
5.3	Inspection and O&M Verification for Privately-owned BMPs						
5.3a	<i>BMP Maintenance Agreements</i>	Continue to require BMP maintenance agreements as required by the Chesapeake Bay Preservation Ordinance.	Number of agreements	Engineering and Resource Protection Division	Ongoing	Maintenance Agreements	16 Declaration of Covenants/Inspection-Maintenance Agreements secured.
5.3b	<i>Inspection Activities</i>	Continue to implement inspections of private stormwater management facilities	Number of inspections	Stormwater Division	Ongoing	Inspection Database	278 SWMF inspections. Notices of non-compliance issued to owners of BMPs needing some kind of attention. See letter in Appendix C-5
5.3c	<i>Enforcement Program</i>	Develop and implement a progressive compliance and enforcement strategy	Enforcement Protocol	Stormwater Division	PY2	Written procedures	Written procedures were developed in PY2 and approved by the Legal Division. See Appendix C-5
5.3d	<i>Individual Residential Lot Program</i>	Implement the residential BMP protocol developed in PY1	Residential BMP Protocol	Stormwater Division/Engineering and Resource Protection Division	Ongoing	Inspection Database	356 single family plans reviewed (VESCP/VSMP) for FY15.

MCM 5 Post-Construction Stormwater Management in New Development and Development of Prior Developed Lands							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
5.3e	<i>Publically Owned BMP Program</i>	Inspect all publically owned BMPs annually and implement appropriate maintenance as needed.	Number of inspections, annual maintenance activities	Stormwater Division	PY2 onward	County BMP O&M Manual, Inspection Database, Work Order database	Number of inspections -86 which is the total number of County-owned/maintained facilities. Annual maintenance activities are reported on a monthly basis.
5.4	BMP Tracking	Maintain a database of all known permanent stormwater management facilities that discharge to the regulated small MS4 including: (a) Type of structural stormwater management facility; (b) Geographic location; (c) Number of acres treated; (d) date facility was brought on line; (e) hydrologic unit code; (f) the impaired surface water that the stormwater management facility is discharging into; (g) ownership; whether or not a maintenance agreement exists; and (h) date of last inspection.	Stormwater Database	Stormwater Division	Ongoing	Stormwater Database	31 BMPs added in PY2. See spreadsheet with detailed information on BMPs added in Appendix C-5.
5.5	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Stormwater Division	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.



**James City County Standard Operating Procedure for BMP Inspections:
A Five-Year Permit Timeline**

James City County FY15

This timeline represents the actions to be taken by Stormwater Staff in response to the DEQ requirement to inspect all privately owned stormwater facilities in James City County during each MS4 permit cycle. The first three years of the permit cycle involve the majority of inspections to allow for a lighter two years at the end of the cycle for necessary follow-up, with Permit Year 5 inspections only including those facilities that the Department received from Engineering and Resource Protection in Permit Year 4. At this time, there are 777 privately owned systems in James city County, with approximately 25% requiring some degree of follow up.

Action Taken by Stormwater Division	PY1	PY2	PY3	PY4	PY5
Inspections	November-March				
Letter to Stormwater Facility Owners w/Inspection reports -No maintenance/repairs necessary (Notice of Inspection)	May 1				
Letter to Stormwater Facility Owners w/Inspection reports -With maintenance/repairs necessary (Notice of Inspection and Non Compliance)	May 1				
Due date for BMP owner response		July 1			
Follow-up letter to BMP owners who have not responded (Notice of Non Compliance)		July 2			
Referral to County Attorney office if no response		August 15			
Expect work to be performed		October 31			
Last year follow-up inspections and current year inspections		November-March			
Letter to Stormwater Facility Owners w/Inspection reports -No maintenance/repairs necessary (Notice of Inspection)		May 1			
Letter to Stormwater Facility Owners w/Inspection reports -With maintenance/repairs necessary (Notice of Inspection and Non Compliance)		May 1			
Due date for BMP owner response			July 1		



**James City County Standard Operating Procedure for BMP Inspections:
A Five-Year Permit Timeline**

James City County FY15

<i>Action Taken by Stormwater Division</i>	<i>PY1</i>	<i>PY2</i>	<i>PY3</i>	<i>PY4</i>	<i>PY5</i>
Follow-up letter to BMP owners who have not responded (Notice of Non Compliance)			July 2		
Referral to County Attorney office if no response			August 15		
Expect work to be performed			October 31		
Last year follow-up inspections and current year inspections			November-March		
Letter to Stormwater Facility Owners w/Inspection reports -No maintenance/repairs necessary (Notice of Inspection)			May 1		
Letter to Stormwater Facility Owners w/Inspection reports -With maintenance/repairs necessary (Notice of Inspection and Non Compliance)			May 1		
Due date for BMP owner response				July 1	
Follow-up letter to BMP owners who have not responded (Notice of Non Compliance)				July 2	
Referral to County Attorney office if no response				August 15	
Expect work to be performed				October 31	
Last year follow-up inspections and current year inspections				November-March	
Letter to Stormwater Facility Owners w/Inspection reports -No maintenance/repairs necessary (Notice of Inspection)				May 1	
Letter to Stormwater Facility Owners w/Inspection reports -With maintenance/repairs necessary (Notice of Inspection and Non Compliance)				May 1	
Inspections of newest BMPs (Turned over to STW Dept in PY4) and follow-up from previous permit years as needed					November-March



Stormwater Division
General Services Department
107 Tewning Rd
Williamsburg, VA 23188
757-259-1460
Stormwater@jamescitycountyva.gov
jamescitycountyva.gov

Notice of Inspection

May 1, 2015

Stormwater Facility _____

Location _____

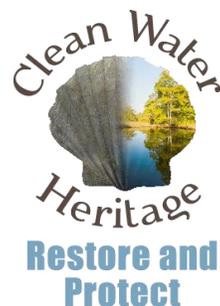
Dear Stormwater Management Facility (BMP) owner,

Recently, your stormwater facility, identified as _____, was inspected by County Staff and found to be maintained and in good working condition. Please look over the enclosed inspection report and address any additional maintenance needs noted that should be a part of your regular facility maintenance plan.

If you have any questions concerning the report or developing a regular maintenance plan please feel free to contact our office.

Thank you for your attention to your stormwater management facility and for your commitment to restore and protect our Clean Water Heritage,

Patrick T. Menichino
Stormwater Specialist
757-259-1443





Stormwater Division
General Services Department
107 Tewning Rd
Williamsburg, VA 23188
757-259-1460
Stormwater@jamescitycountyva.gov
jamescitycountyva.gov

Notice of Inspection and Non Compliance

May 1, 2015

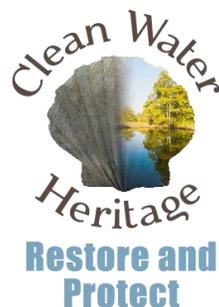
Stormwater Facility _____
Location _____

Dear Stormwater Management Facility (BMP) owner,

Recently, your stormwater facility, identified as _____, was inspected by County Staff and found to be in need of maintenance/repair. Please look over the enclosed inspection report and contact us within 60 days to discuss your proposal for completing the required maintenance/repairs. All maintenance/repairs must be completed by October 31, 2015.

Thank you for your attention to your stormwater management facility and for your commitment to restore and protect our Clean Water Heritage,

Patrick T. Menichino
Stormwater Specialist
757-259-1443





Stormwater Division
General Services Department
107 Tewning Rd
Williamsburg, VA 23188
757-259-1460
Stormwater@jamescitycountyva.gov
jamescitycountyva.gov

Notice of Non Compliance

May 1, 2015

Stormwater Facility _____
Location _____

Dear Stormwater Management Facility (BMP) owner,

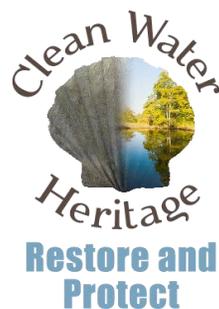
On July 21, 2014, you were sent a notice advising you that your stormwater facility, identified as _____, was inspected by County staff and found to be in need of repair.

Please contact us within 30 days to discuss your proposal for completing the required maintenance/repairs. All maintenance/repairs must be completed by October 31, 2015.

Failure to respond to this letter may result in an enforcement action by the County Attorney.

Thank you for your attention to this important matter,

Patrick T. Menichino
Stormwater Specialist
757-259-1443



BMPs Installed in FY15 (PY2) - James City County, Virginia

<u>No.</u>	<u>ID Code</u>	<u>Plan No.</u>	<u>HUC</u>	<u>Project Name/Applicant</u>	<u>BMP Type</u>	<u>Drain. Area</u>	<u>DOC - I/M Agree</u>	<u>Dev Type</u>
1	PC301	SP-4-13	JL31	Williamsburg Seventh Day Adventist Church - 3989 Richmond Road	Wet ED Pond	1.64	Yes	New
2	PC302	SP-4-13	JL31	Williamsburg Seventh Day Adventist Church - 3989 Richmond Road	Wet ED Pond	2.15	Yes	New
3	CC 045	E&S-3-12	JL34	James City County Government Center - Building E/East Parking Lot	Bioretention - Rain Garden	0.75	No	Redev
4	CC 046	E&S-3-12	JL34	James City County Government Center - Between Building E/D	Bioretention - Rain Garden	0.35	No	Redev
5	CC 047	E&S-3-12	JL34	James City County Government Center - Front of Building A	Bioretention - Rain Garden	0.45	No	Redev
6	CC 048	E&S-22-12	JL34	James City County Government Center - Back of Building D	Bioretention - Rain Garden	0.90	No	Redev
7	PC 303	Demo	JL31	James City County General Services - Administrative Building (Tewning Road)	Bioretention - Rain Garden	0.09	No	Redev
8	WC 126	SP-106-08	YO62	Bryant Properties - 7754 Richmond Road BMP # 1	Dry Pond	15.00	Yes	New
9	WC 127	SP-48-14	YO62	Marks Pest Control - 7840 Richmond Road	Bioretention	0.44	Yes	New
10	SC 034	SP-84-10	JL35	Grove Christian Outreach Center - 8800 Pocahontas Trail	Wet ED Pond	1.85	Yes	New
11	PC 304	SP-4-06	JL31	Villas at Five Forks - SWMP # 1	Wet ED Pond	7.44	Yes	New
12	PC 305	SP-4-06	JL31	Villas at Five Forks - SWMP # 2	Wet ED Pond	18.34	Yes	New
13	PC 306	SP-4-06	JL31	Villas at Five Forks - Bioretention Filter # 1	Bioretention	0.88	Yes	New
14	PC 307	SP-4-06	JL31	Villas at Five Forks - Bioretention Filter # 2	Bioretention	1.12	Yes	New
15	PC 308	SP-4-06	JL31	Villas at Fiver Forks - LID Dry Swale # 2	Dry Swale	0.95	Yes	New
16	PC 309	SP-4-06	JL31	Villas at Fiver Forks - LID Dry Swale # 1	Dry Swale	7.88	Yes	New
17	PC 310	SP-105-08	JL31	New Town Section 7, Phase 9 Infrastructure - Underground Detention (Alley 4)	Infiltration Basin	1.52	Yes	New
18	PC 311	SP-105-08	JL31	New Town Section 7, Phase 9 Infrastructure - Dry Swale (Rollison Drive)	Dry Swale	0.42	Yes	New
19	PC 312	SP-105-08	JL31	New Town Section 7, Phase 9 Infrastructure - Dry Swale (Alley 2)	Dry Swale	0.68	Yes	New
20	YC 069	S-45-12	JL28	Village at Candle Station - BMP # 1 Sediment Forebay (Pricket Road)	Pretreatment Sediment Forebay	16.09	Yes	New
21	YC 070	S-45-12	JL28	Village at Candle Station - BMP # 2 Infiltration Basin (Luminary Drive)	Infiltration Basin	7.57	Yes	New
22	GC 022	SP-94-13	JL29	James City County - Freedom Park - Permeable Pavement	Manufactured BMP	0.22	Yes	New
23	PC 313	SP-93-12	JL31	New Town Section 12 - Oxford Apartments - Wet Pond # 1	Wet ED Pond	4.13	Yes	New
24	PC 314	SP-93-12	JL31	New Town Section 12 - Oxford Apartments - Wet Pond # 2	Wet ED Pond	5.25	Yes	New
25	MC 071	SP-77-13	JL33	Conway Gardens Apartments - Underground Detention (System A)	Dry Pond	2.90	Yes	Redev
26	MC 072	SP-77-13	JL33	Conway Gardens Apartments - Underground Detention (System B)	Dry Pond	8.61	Yes	Redev
27	YC 071	SP-59-04	JL28	Norge Neighborhood - Timber Wall Dry Pond BMP # 2 (Rustads Circle)	Dry Pond	2.11	Yes	New
28	YC 072	SP-59-04	JL28	Norge Neighborhood - Bioretention Cell # 1 (Rustads Circle)	Bioretention	2.80	Yes	New
29	PC 315	SP-5-06	JL31	Governors Grove at Five Forks - Wet Pond (SW Corner near Route 5)	Wet ED Pond	10.51	Yes	New
30	PC 316	SP-5-06	JL31	Governors Grove at Five Forks - Bioretention Cell # 1 (Behind Unit 17)	Bioretention	1.06	Yes	New
31	PC 317	SP-5-06	JL31	Governors Grove at Five Forks - Bioretention Cell # 2 (Behind Clubhouse/Pool)	Bioretention	1.18	Yes	New
31 total new BMPs in FY14 (PY1).					Total (acres)	125.28		

Appendix C-6

Exhibits for Minimum Control Measure #6 – Pollution Prevention/Good Housekeeping for Municipal Operations

James City County Compliance Summary Statement

MCM 6 Pollution Prevention and Good Housekeeping for Municipal Operations

County-wide participation and training in pollution prevention has been a prime focus of employees in this permit year.

As described in MCM3, the Pollution Prevention Team has been established for education and collaboration between departments. This team has accomplished the following:

- Established meeting schedule of at least two meetings per year
- Developed AR28, a County Regulation which addresses pollution prevention
- Provided guidance in the development of SOPs and SWPPS for county facilities
- Supported a county-wide pollution prevention training program
- Provided valuable departmental information to the team in order to move forward with collaborative prevention efforts

At this time all 6 SWPPPs for county facilities, including the James City Service Authority Complex, the Law Enforcement Center, the Convenience Centers (2), Fleet Maintenance Center, and the Williamsburg-James City County Schools Operations Center have been completed. After re-evaluation of the permit language and discussion with DEQ, it was determined that the number of required SWPPPs could be reduced from 10 to 6. The 3 SWPPs produced for the fire stations have been reduced to SOPs, and are implemented along with the 6 SWPPPs.

For the Turf and Landscape Management program, the county has developed and implemented 6 new certified nutrient management plans (NMPs) for MS4 owned properties, covering 12.08 acres in PY2. This brings the identified acres under NMPs to 31% of the total.

County-wide good housekeeping trainings have been implemented throughout PY2 using the Raincheck Program and quiz materials developed by the Pollution Prevention Team. 367 individual employees in a range of departments took the training and passed the follow-up quiz. In addition to this training, all current pesticide applicators, hazmat operators, ESC, and stormwater certifications are up to date.

**JAMES CITY COUNTY
ADMINISTRATIVE
REGULATION
OPERATING PROCEDURES**

REVISIED DATE:
EFFECTIVE DATE: September 4, 2014
NUMBER: COAD AR 28
TITLE: Pollution Prevention Program

PURPOSE: The purpose of the James City County Pollution Prevention Program is to provide guidelines for preventing pollution of storm runoff from County facilities in order to prevent pollution of County waterways.

APPLIES TO: All James City County, James City Service Authority and Williamsburg-James City County Public Schools employees working within James City County and contractors or vendors who manage these owned and/or operated facilities.

POLICY

I. Purpose

James City County is permitted by the Virginia Department of Environmental Quality, under the federal Clean Water Act, to discharge stormwater to waterways in the County. The permit, known as the Municipal Separate Storm Sewer System (MS4) Permit, requires James City County and its employees and agencies to take specific actions to reduce runoff pollution. These actions are described in this Administrative Regulation.

II. Scope

The implementation of this Program is the joint responsibility of all employees and contractors, and mirrors the County Values of Integrity, Collaboration, Excellence and Stewardship. The departments and agencies will incorporate pollution prevention and good housekeeping measures into all appropriate standard operating procedures. This joint effort to reduce stormwater pollution through pollution prevention activities will be practiced by all employees or agents through collaborative decision-making, partnerships and communications in all of James City County's government operations.

III. Objective

The objective is to reduce or prevent pollution in storm runoff from daily operations by:

- A. Preventing illegal discharges of non-stormwater to the stormwater system
- B. Properly disposing of all solid and liquid wastes.
- C. Using best practices to fuel County vehicles to reduce spills and exposure to stormwater.
- D. Using best practices to store materials and equipment to reduce contact with stormwater.
- E. Implementing site specific Stormwater Pollution Prevention Plans (SWPPPs) and Spill Prevention, Control and Countermeasure (SPCC) plans as appropriate.
- F. Implementing a County-wide training program to accomplish the above objectives.

IV. Organization

The County's Pollution Prevention Program will be administered through the Pollution Prevention Team, comprised of representatives from each County department or agency that undertakes vulnerable outside activities including, but not limited to, General Services Divisions, Fire and Emergency Management, Police, James City Service Authority, Parks and Recreation and Williamsburg-James City County Public Schools.

MCM 6 Pollution Prevention/Good Housekeeping for Municipal Operations							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
6.1	Operations & Maintenance Program						
6.1a	<i>Support the County-wide Pollution Prevention Team</i>	Continue to secure advice and recommendations on pollution prevention efforts from County departments and agencies through regularly scheduled public meetings of the Team and implement the Pollution Prevent Program contained in the James City County Administrative Regulation # 28, Pollution Prevention Program	Number of meetings and agendas	Stormwater Division	Twice per year	Meeting minutes and publications, AR# 28	Meetings held 7/29/2014 and 2/12/2015. See minutes and AR28 in Appendix C-6.
6.1b	<i>Implement Current Standard Operating Procedures (SOPs) for General Services and Parks & Recreation Facilities</i>	Continue to implement SOPs for General Services facilities to include activities, schedules, and inspection procedures that include provisions and controls to reduce pollutant discharges into the regulated small MS4 and receiving surface waters.	SOPs	Stormwater Division/ General Services	Ongoing	SOPs	Current SOPs were submitted in PY1
		Continue to implement SOPs for Parks and Recreation facilities to include activities, schedules, and inspection procedures that include provisions and controls to reduce pollutant discharges into the regulated small MS4 and receiving surface waters.	SOPs	Stormwater Division/ Parks and Recreation	Ongoing	SOPs	Current SOPs were submitted in PY1
6.1c	<i>Spill Prevention & Control Plans</i>	Continue to implement and update plans describing spill prevention and control procedures for municipal facilities developed during past permit cycle.	Standard Operating Procedure (SOP) Implementation	Stormwater Division	Ongoing	SPCC Plans	Current SOPs were submitted in last permit cycle
6.1d	<i>Update and/or Develop Written Procedures</i>	Ensure that actions included in written procedures and SOPs (a) prevent illegal discharges; (b) ensure proper disposal of waste materials; (c) prevent discharge of vehicle wash water w/o a separate VPDES permit; (d) prevent the discharge of wastewater; (e) require BMPs when discharging pumped water from maintenance activities; (f) minimize pollutants from stockpiles; (g) prevent pollutants from municipal vehicles; and (h) ensure that chemicals are used or applied in accordance with product labels.	Updated Written Procedures	Pollution Prevention Team and Stormwater Division	PY2	Updated Written Procedures	All SWPPPs complete. See Summary in Appendix C-6
6.2	Stormwater Pollution Prevention Plans (SWPPPs)	Finalize draft SWPPPs for Fire Department Fuel Sites (4), the James City Service Authority Fuel Site (1), the Law Enforcement Center Fuel Site, the Convenience Centers (3) and the Williamsburg-James City County Schools Operations Center Fuel Site.	10 SWPPPs	Pollution Prevention Team and Stormwater Division	PY2	10 SWPPPs	All SWPPPs complete. See Summary in Appendix C-6
6.2a	<i>SWPPP Implementation</i>	Begin implementation of final SWPPPs, including installing needed site upgrades	Site Improvements	Pollution Prevention Team and Stormwater Division	PY3	Site Improvements	Implementation will occur in PY3
6.3	Turf and Landscape Management	Continue developing and implementing certified nutrient management plans (NMPs) on at least 5.790 acres or 15% of the identified acreage meeting the requirement threshold	Completed NMPs	Turf Love and General Services Grounds Maintenance Division	PY2	GIS Layer and information table	6 plans written covering 12.0827 acres in PY2 bringing 31% of identified acres under NMPs. See summary in Appendix C-6

MCM 6 Pollution Prevention/Good Housekeeping for Municipal Operations							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
		Continue developing and implementing certified nutrient management plans (NMPs) on at least 15.439 or 40% of the identified acreage meeting the requirement threshold	Completed NMPs	Turf Love and General Services Grounds Maintenance Division	PY3	GIS Layer and information table	Will be reported in PY3
6.4	Employee Education & Training	Implement employee training in accordance with AR#28 and the biennial Pollution Prevention Training Plan developed in PY1.	Number of training events and topics	Pollution Prevention Team and Stormwater Division	Ongoing	Number of training events and topics	Trainings for employees were conducted using Raincheck Program. See details in Appendix C-6
6.4a	<i>Regional Training Program</i>	Distribute pollution prevention educational materials developed through the HRPDC/askHRgreen to James City County employees engaging in operations with a high risk of discharging pollutants into the MS4.	Number of items distributed	HRPDC and Phase II Localities	Ongoing	training materials	Trainings for employees were conducted using Raincheck Program. See details in Appendix C-6
6.4b	<i>Regulated Certifications</i>	Ensure that employees hold the appropriate required State or federal regulated certifications	Pesticide applicators, Hazmat certifications, ESC certifications, Stormwater certifications	Pollution Prevention Team and Stormwater Division	Ongoing	Types of Certifications and Certificate Number	All 17 pesticide applicators certified, 233 trained Hazmat operators in the county, ESC and Stormwater up to date.
6.5	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Stormwater Division	Annually	Annual Report	Compliance with this measurable goal is met through the submission of this annual report.

A. *Stormwater Director*

The Stormwater Director reports directly to the Director of General Services and shall have overall responsibility for overseeing and coordinating the Pollution Prevention Program.

B. *Pollution Prevention Team*

The Stormwater Director, or designee, will assemble a Pollution Prevention Team comprised of representatives from affected departments. The purpose of the Team is to advise the Stormwater Director on the operation of the Pollution Prevention Program and to provide assistance on specific tasks when needed. The Pollution Prevention Team will also share information about best practices for good housekeeping with their respective departments. They shall recommend and implement pollution prevention projects and practices and shall provide necessary information for reporting from their respective areas. The Pollution Prevention Team will meet at least twice during each fiscal year. Additional meetings may be called by the Stormwater Director as needed. This partnership is vital to successfully implementing the Pollution Prevention Program and complying with the County's MS4 permit obligations.

V. Implementation

- A. The Department and Agency Directors will implement the Pollution Prevention Employee Training Program in accordance with the training tiers defined in Attachment A. Training activities will be incorporated into new employee orientation, in-service training and refresher courses offered by each department or agency. Documentation of training activities will be maintained for three years from the training date and will consist of a list of the training topics or agenda, an attendance sign-in sheet and any handouts provided during the training. For employees with State or federally regulated certifications, documentation of the certification will suffice for training purposes.
- B. The Stormwater Division will assist the departments or agencies in the preparation of training goals such as those shown in Attachment B. The departmental training goals will reflect the identified training topics from Attachment A and be specific for the sites and facilities around which the employees work. The Division will track the training, topics, schedule, attendees, etc. and secure tools and resources to ensure that training is appropriate and high quality.
- C. The Department and Agency Directors will work with their Pollution Prevention Team representative(s), General Services, and the Stormwater Director to make improvements to their department procedures. The General Services Department is responsible for installing pollution prevention measures; however the Department and Agency Directors are accountable for ensuring that employee behaviors are consistent with pollution prevention best practices.
- D. The Stormwater Division will perform routine pollution prevention audits of facilities with SWPPPS and SPCC plans and will communicate the results to the appropriate personnel. The Stormwater Director will provide regular reports to the Pollution Prevention Team.
- E. All actions undertaken as part of the Pollution Prevention Program will be reported on an annual basis to the Department of Environmental Quality as part of the County's MS4 reporting.
- F. All employees, regardless of work location, will follow the following guidelines contained in Attachment C at all times.

VI. Reporting

The Stormwater Director shall prepare the MS4 annual report documenting all efforts to prevent pollution of storm runoff from County activities. In accordance with the MS4 permit, the report shall be posted on the County website to assure the public that the County is in compliance with State and federal law.

Attachment A



Pollution Prevention Program Training Tiers and Topics

Tier	Employee Group	Training Topics	Tools
1	All Employees	<ul style="list-style-type: none"> • Principles of stormwater pollution prevention • Elimination of illegal discharges • Good housekeeping and related best management practices, including vehicle fueling • Employees' obligation to stewardship in accordance with the County's Values • Training program requirements 	Administrative Regulation (AR) (written policy and directive) and Attachment C handout
2	Employees working or managing County Facilities: Fire, Police, Parks, General Services, School Facilities	<ul style="list-style-type: none"> • Detecting and reporting Illegal discharges • Spill control and response • Vehicle and equipment maintenance • Vehicle and equipment washing • Materials management • Waste management • Facility maintenance • Parking lot maintenance • Storm drain system cleaning • Landscaping and grounds maintenance • Working over or near surface waters 	<ul style="list-style-type: none"> • Standard Operating Procedures • Regional Stormwater Program Training Materials • Training videos • In-house training materials as needed
3	Employees working at sites with certified Nutrient Management Plans (NMPs)	<ul style="list-style-type: none"> • NMP basics • Special procedures for materials handling • Spill control and response – advanced • Facility-specific stormwater management measures and practices 	<ul style="list-style-type: none"> • Site-specific NMPs • In-house training materials as needed
4	Employees working at sites with SWPPPs and/or SPCC plans	<ul style="list-style-type: none"> • SWPPP basics • SPCC plan basics • Special procedures for materials handling • Spill control and response – advanced • Facility-specific stormwater management measures and practices 	<ul style="list-style-type: none"> • Site-specific SWPPPs • Site-specific SPCC plans • Regional Stormwater Program Training Materials as available • Training videos as available
5	Employees with State or federal regulated certifications (Grounds, Engineering & Resource Protection, Fire Department, Stormwater)	<ul style="list-style-type: none"> • Pesticide applicators • Hazmat certifications • ESC certifications • Stormwater certifications 	<ul style="list-style-type: none"> • Agency provided training programs and certification exams

Attachment B



Sample JCSA Training Goals

Item	Required Knowledge	Adequate (yes or no)
1	Understands basics of Stormwater Pollution Prevention Plan, to include Background & Overview	
2	Knows the appropriate SWPPP Coordinator and Team	
3	Understands the Stormwater Drainage System at the Tewning Road complex	
4	Can identify potential stormwater contaminants & significant material inventory	
5	Knows vehicle and equipment washing and maintenance steps that will prevent pollution from entering the stormwater system	
6	Understands reasoning behind equipment staging and storage requirements	
7	Competent with operations in the fueling area, to include spill prevention and cleanup	
8	Knows pollution prevention requirements concerning outdoor material storage and dumpsters	
9	Understands the harm non-stormwater discharges can cause, and how to better control them	
10	Can explain good housekeeping and related best management practices	
11	Knows basics for management of stormwater runoff	
12	Can explain good spill prevention techniques to include the relayed response actions	



Attachment C



Individual Actions to be Followed by All Employees, Contractors and Vendors

1. **Know where the storm runoff goes:** Rain water gathers in ditches, drains and pipes and ultimately ends up in County waterways. Runoff does not go to a wastewater treatment plant. Anything rain water encounters on its way to a lake or river will be carried along with the water. Trash, leaves, cigarette butts and more end up in our streams. Citizens use waterways for swimming, fishing and boating. No one wants to fish or boat with trash.
2. **It's illegal to dump:** Chapter 18A of the James City County Code makes it illegal to put anything in a storm drain that isn't storm runoff. Use restrooms, trash bins or dumpsters to properly dispose of trash and leftover liquids. Remember - *Only Rain In The Drain*.
3. **Use best practices when fueling:** If you regularly drive a County vehicle, learn how to use the fuel pumps in order to avoid spills. Fueling instructions are placed in each vehicle when the state inspection is performed. Read them and use them.
4. **Act quickly to contain spills:** If you experience a spill at a County fuel site, open the spill kit and use the materials to contain the spill and keep it from migrating. Call the number at the site and help will come.
5. **Be a good steward:** Citizens expect County employees, contractors and vendors to treat public resources in a respectful manner. We have an obligation to be good stewards of the County's resources in accordance with the County values of integrity, collaboration, excellence and stewardship.

Pollution Prevention Team Meeting Summary

July 29, 2014

Participants:

George Adams (JCSA)
Matt Austin (GS-Grounds)
Grace Boone (General Services)
Paul Cuomo (GS-Stormwater)
Nancy Ellis (Parks)
Billy Estes (Schools-Transportation)
Fran Geissler (GS-Stormwater)
Jeff Hicklin (Police)
Jim Hill (GS-Solid Waste)
John Horne (General Services)
Tim Killian (Fire-Emergency Services)
Miles Pettengell (Fire-Emergency Services)
Buddy Stewart (GS-Fleet)

1. There were no comments or revisions to the May 14, 2014 Meeting Summary
2. SWPPPs & SPCCPs Update – Stormwater staff met with Jim O’Brien (Meridian Environmental) in the continuing effort to streamline the SWPPPs. Paul is meeting with each SWPPP agency to finalize changes. Fran discussed additional services from Meridian with Purchasing and got direction on moving forward. Products needed from Meridian include a SWPPP for the bus garage and a SPCCC plan for the landfill fuel tank.
3. Training Discussion
 - a. Review of the draft Training Plan elicited a number of comments and suggestions which will be incorporated. The most discussion centered on how prescriptive the sample training verification process would be. Each department and agency has developed their own methods for tracking and verifying training. Table 2 was based on JCSA’s process. The description will clarify that the departments will use their existing systems for verification and Table 2 is provided as an example of one approach.
 - b. Review of the draft Administrative Regulation also elicited suggestions and comments which will be incorporated. Two issues were discussed in more detail: how to incorporate the requirements into contractor/vendor agreements and the need to work with the schools regarding their employees in James City County. Once revised, John will take the draft to the Executive Leadership Team for review and approval. Since John thinks that the AR could be approved relatively quickly, departments and agencies should go ahead and begin Permit Year (PY) 2 training.

To facilitate training, Paul volunteered to copy the Rain Check DVDs for each department. Multiple copies will be provided for the various facilities. Copies should be ready by August 8.

- c. Departments/agencies should send, via email to both Fran and Paul, the following upon completion of training activities:
 - i. List of employees receiving the training such as a copy of the sign-in sheet
 - ii. Date of the training

Pollution Prevention Team Meeting Summary

July 29, 2014

iii. Training topics covered or training materials used

4. Next Steps – Stormwater Division
 - a. Schedule visit to Parks and Recreation sites to evaluate for modifications to SOPs
 - b. Provide pollution prevention language for contracts and lease agreements
 - c. Coordinate with W-JCC Schools on JCC sites
 - d. Send SOPs out to all
5. Next Steps – Department/Agencies
 - a. Begin implementing Permit Year 2 (FY15) training activities
6. Next Meeting – January 2015 – to review SOPs and evaluate training progress

Summary

Pollution Prevention Team

Meeting #3 – Update Meeting

02/12/2015 1:00 – 1:45

Gen. Serv. Admin Conference Room

Committee Members Present: Matt Austin, Grace Boone, Paul Cuomo, Nancy Ellis, Billy Estes, Fran Geissler, Jeff Hicklin, Jim Hill, John Horn, Miles Pettengell, Buddy Stewart

Committee Members Absent: George Adams

Other Attendees:

Meeting Summary

Item	Description	Discussion Highlights	Decisions
Administrative Items	Review of meeting minutes from July 29, 2014		Minutes Approved
SWPPP & SPCC updates	Stormwater staff discussed status of SWPPP and SPCC	SWPPPs are being finalized this week and any final revisions will need to be back to Stormwater by March 6. WJCC Bus Garage needs a SPCC produced.	
Training Discussion	Staff gave updates on completed training and what steps to take next. AR28 was discussed in relation to training requirements.	Stormwater has not received training from schools, LEC, and bus garage. Training has been received well by individuals who have completed it. Team discussed that AR28 outlines to what level training needs to be completed relative to job duties.	Continue to train and staff will develop SWPPP specific training for use during FY16.
Other Issues and Concerns	Questions in regards to who would provide the funding for upgrades/retrofits required by SWPPP.	Stormwater agreed that they would be providing initial cost to upgrade/retrofit based on developing SWPPPs. Future operational costs would be discussed at a future meeting.	Next meeting will take place July, 2015.

SWPPP Summary

	Material	Activity/Use	Quantity stored	Pollutant	Likelihood of contact with storm water?	Current Practices with Comments
			tank size if applicable		(Low, medium or high)	
JCSA	Vehicles/Equipment	Washing	Various amounts	Salt, grease, oils, detergent, sediment	High;	Wash pad sloped to direct runoff to drain with oil water separator. Washing pad with drain collection into an oil water separator before routing to BMP, filter pad in place, carbon filter present, oil water separator regularly maintained by Safety Kleen.
JCSA	Vehicles/Equipment	Storage	(See equipment inventory list)	Salt, grease, oils, fuel, sediment	High	Explore options for proving shelter for all equipment when not in use
JCSA	Sand and sediment; spoil pile	Stockpile materials	Varies	sediment	Low, when kept covered	Continue to cover with tarps and minimize amount of material stored. Inspected regularly for evidence of mobilization of materials.
JCSA	Dumpsters	general waste accepted by municipal landfill	4 dumpsters	varies	Low; when kept covered	Remain covered when not in use and plug bottom drainage hole, as applicable.
JCSA	Outside Material storage (Warehouse-Building 8)	Storage of pipe, manholes covers	Inventory varies	metals	High; most materials uncovered	Materials are regularly inspected for pollutant discharge, this a rotating inventory that remains no longer than a week.
JCSA	Pipes, manhole covers, buckets, miscellaneous containers, storage tanks, drums, equipment	Temporary to permanent storage	Varies	Metals, various chemicals dependent on container contents, fuel, grease, oil, other mechanical fluids	High	All materials should be labeled and kept under cover.
JCC Fleet	Vehicles/Equipment/Trailers	Temporary storage while awaiting maintenance	Various amounts	Salt, grease, oils, motor fluids, detergent, sediment	High; no cover and stormwater has direct contact with equipment	No change in current practice due to practicality. Equipment is parked on impervious surface for brief periods of time. Parking area has drain grates with a filtration system to catch potential pollutants.

SWPPP Summary

	Material	Activity/Use	Quantity stored	Pollutant	Likelihood of contact with storm water?	Current Practices with Comments
			tank size if applicable		(Low, medium or high)	
JCC Fleet	Tires	storage	Bulk storage, >25	Sediment, debris, tire compounds	High	Tires are stored under cover and elevated off ground
JCC Fleet	Scrap Metal Storage	storage	Various	metals	High	Stored inside of shed away from weather elements.
JCC Fleet	Garage fluids	Trap oil, grease, antifreeze, various vehicle fluids	Various; contingent on overflow	oil, grease, antifreeze, various vehicle fluids	Low	Bay doors are kept closed when practical during rain events to prevent rainwater from entering bay and trench drain
JCC Fleet	Outdoor waste oil auto fluid storage	Temporary storage of waste oil and antifreeze	400-gallon waste oil AST	Waste oil, antifreeze	Medium; exposure of lines (if leaking) and during emptying activities by FCC	Tanks double-walled with overflow/leak alarm, personnel inspect when emptying activities occur. If spill occurs, cleanup is immediate by personnel observing emptying activity.
			250-gallon antifreeze AST			
LEC	Vehicles/Bicycles	Storage	Varies	Sediment, grease, oils, miscellaneous motor fluids, metals	High; sheet flow into curbside drop inlet	Inlet carbon and sediment filters are regularly checked for replacement
LEC	Emergency generator Diesel fuel AST	Storage	≤3000 gallons (above ground storage tank)	Diesel fuel (petroleum hydrocarbons)	Low; double walled tank within generator and elevated above ground on concrete platform	Diesel fuel exposure to stormwater unlikely unless there is a release affecting the double wall or during refueling of the emergency generator.
LEC	Fueling Pump Island	Fueling	Varies	Gasoline and diesel fuel (Petroleum hydrocarbons)	High; Sheet flow can pick up any fuel pollutants and transport them to nearby stormwater drains. Oil water separator is too small to capture all of flow beneath the fueling canopy	This area flows to the oil water separator. Presence of canopy is helpful.

SWPPP Summary

	Material	Activity/Use	Quantity stored	Pollutant	Likelihood of contact with storm water?	Current Practices with Comments
			tank size if applicable		(Low, medium or high)	
LEC	Dumpsters	Temporary storage of Municipal waste and recycling	≤ 6 yards municipal waste	Organics, leachate	Low, when lid is kept shut and drain plug is used	Continue to keep lid shut when not in use and drain plug in place.
			≤ 4 yards recycling items			
TewCC	Dumpsters	Municipal garbage	Various, 5 6-yard capacity dumpsters	Leachate, organics	Medium, when dumpster not covered	Currently and should remain covered and plug bottom drainage hole, as applicable.
TewCC	Cardboard Compactor	Compact cardboard for recycling	Various, 1 compactor	Hydraulic fluid from self contained hydraulic tank	Low; if leaking sheet flow may carry contaminants	Inspect impervious surface around compactor regularly for evidence of a release. Utilize spill kit if necessary.
TewCC	Portable waste oil AST	Temporary storage of used oil	250-gallon	Waste oil	High; sheet flow can carry petroleum leaked onto the impervious surface	Double-walled AST with oil only mats to absorb any de minimis drips, inspect regularly. Spill kit is located nearby
TewCC	Cooking oil	Temporary storage of cooking oil	1 receptacle	Cooking oil	Medium; sheet flow carries petroleum leaked onto the impervious surface	Double-walled container in place. Sorbent booms available in spill kit nearby.
TewCC	Used Antifreeze containers	Temporary storage of used antifreeze	2 metal receptacles	Antifreeze	Medium; contained in plastic tote containers	Double-walled container in place. Sorbent booms available in spill kit nearby
TewCC	Used Batteries	Temporary storage of used batteries	Varies	Battery acid	Low; batteries off of impervious area and sitting on secondary containment pallets	Batteries to remain under cover and sit on secondary containment pallets
ToCC	Scrap metal	Scrap metal temporary storage	Various	Heavy metals, paint compounds if metal is painted	Medium, when dumpster not covered	Empty container on a as needed basis. Inspect impervious surface around container for evidence of a release. Utilize spill kit if necessary.

SWPPP Summary

	Material	Activity/Use	Quantity stored	Pollutant	Likelihood of contact with storm water?	Current Practices with Comments
			tank size if applicable		(Low, medium or high)	
ToCC	White goods storage	Temporary storage of refrigerators, microwaves, and other appliances	Various	Freon, refrigerant; heavy metals	High; not under cover and exposed to runoff	Have attendant present during drop off to ensure items have been emptied prior to drop-off. Inspect area regularly for leaks. .
ToCC	Household waste Compactor	Compact household waste, and temporary storage of household waste	Various, 1 compactor	Hydraulic fluid from self contained hydraulic tank, leachate, organics	Low; if leaking sheet flow may carry contaminants	Inspect impervious surface around compactor regularly for evidence of a release; Utilize spill kit if necessary.
ToCC	Portable waste oil AST	Temporary storage of used oil	250-gallon	Waste oil	High; sheet flow carries petroleum leaked onto the impervious surface	Double-walled AST with oil only mats to absorb any de minimis drips, inspect regularly. Spill kit is located nearby
ToCC	Cooking oil	Temporary storage of cooking oil	1 receptacle	Cooking oil	Medium; sheet flow carries oil leaked onto the impervious surface	Double-walled container in place. Sorbent booms available in spill kit nearby.
ToCC	Used Antifreeze containers	Temporary storage of used antifreeze	2 plastic receptacles	Antifreeze	Medium; contained in plastic tote containers	Double-walled container in place. Sorbent booms available in spill kit nearby.
ToCC	Used Batteries	Temporary storage of used batteries	Varies	Battery acid, lead	Low; batteries off of impervious area and sitting on secondary containment pallets	Batteries to remain under cover and sit on secondary containment pallets

SWPPP Summary

	Material	Activity/Use	Quantity stored	Pollutant	Likelihood of contact with storm water?	Current Practices with Comments
			tank size if applicable		(Low, medium or high)	
WJCC Bus Garage	Waste Oil and Antifreeze AST	Storage of Liquid Materials in Stationary Tanks	Various AST	Waste oil, antifreeze	Medium; Stored under cover to prevent contact with rain and within secondary containment	Place drip pans or absorbent materials beneath all mounted taps and at all potential drip and spill locations during filling and unloading of tanks; Sweep and clean the area as needed, do not hose down the area into storm drain; Check tanks and drums regularly for leaks and spills, replace tanks and drums that are leaking, corroded, or otherwise deteriorating, collect any spilled liquids and properly dispose of them; Store under roof or other structures as appropriate
WJCC Bus Garage	Scrap Metal and Materials	Storage of Scrap Materials	Various	Heavy metals, paint compounds if metal is painted	High, not under cover	All scrap metal removed from equipment or vehicles that may contribute pollutants to surface of water or groundwater due to wash off from rainwater contact must be covered and raised off the ground; Inspect the storage area regularly to check for contamination from containers, promptly clean up any leaks, spills, or contamination in the storage area; Collect and properly dispose of loose scrap and other particles, do not hose down area to storm drain; Store and maintain appropriate spill cleanup materials in a location known to all and ensure that employees are familiar with the spill clean up procedures
WJCC Bus Garage	Paint and Sealent Products	Paintings, Finishing, and Coating of Vehicles, Products, and Equipment	Various	Paint Compounds	Low, products stored under cover	For outside work, use ground cloths and/or drip pans in locations where paints are carrier and applied and sanding occurs, do not hose down area to storm drain; Store and maintain appropriate spill cleanup materials in a location known to all, ensure compliance with OSHA; Sweep the at the end of the day at minimum
WJCC Bus Garage	Vehicles/Equipment	Storage	(See equipment inventory list)	Salt, grease, oils, fuel, sediment	High	No change in current practice due to practicality. Equipment is parked on impervious surface for brief periods of time. Parking area has drain grates with a filtration system to catch potential pollutants. Parking area is swept regularly.

Mang_Turf	ACRES	Con-tiguous	In 2010_UA	UA Acres from GIS	PlanDate	EXPDate	Progress	Plan Priority by FY	Notes
TOANO MIDDLE SCHOOL	2.3812	YES	YES	2.3812	3/10/2015	3/9/2018	complete	2015	Plan acres do not match GIS acres = 6.0 acres
TOANO MIDDLE SCHOOL	1.2396	YES	YES	1.2396	3/10/2015	3/9/2018	complete	2015	
TOANO MIDDLE SCHOOL	1.9916	YES	YES	1.9916	3/10/2015	3/9/2018	complete	2015	
WARHILL HIGH SCHOOL	2.0016	YES	YES	2.0016	2/2/2015	2/2/2018	complete	2015	Plan acres do not match GIS acres = 4.0 acres
WARHILL HIGH SCHOOL	1.9750	YES	YES	1.9750	2/2/2015	2/2/2018	complete	2015	
WARHILL HIGH SCHOOL	2.4937	YES	YES	2.4937	2/2/2015	2/2/2018	complete	2015	
FY15 TOTAL				12.0827					10.0000
JCC RECRATION CENTER	1.3881	YES	YES	1.3881	3/14/2012	3/14/2015		2016	
JCC RECREATION CENTER	1.4516	YES		1.4516	3/14/2012	3/14/2015		2016	
JCC RECREATION CENTER	1.6473	YES	YES	1.6473	3/14/2012	3/14/2015		2016	
JCC RECREATION CENTER	1.5988	YES	YES	1.5988	3/14/2012	3/14/2015		2016	
WARHILL TRACT SPORTS FIELD	1.6260	YES	YES	1.6260	2011	2014		2016	
WARHILL TRACT SPORTS FIELD	3.0081	YES	YES	3.0081	2011	2014		2016	
WARHILL TRACT SPORTS FIELD	2.2531	YES	YES	2.2531	2011	2014		2016	
				12.9730					
DJ MONTAGUE ELEMENTARY SCHOOL	1.4666	YES	YES	1.4666				2017	
JAMESTOWN HIGH SCHOOL	2.3120	YES	YES	2.3120				2017	
JAMESTOWN HIGH SCHOOL	1.0475	YES	YES	1.0475				2017	
JAMESTOWN HIGH SCHOOL	2.0985	YES	YES	2.0985				2017	
JAMESTOWN HIGH SCHOOL	2.2883	YES	YES	2.2883				2017	
LAFAYETTE HIGH SCHOOL	2.0259	YES	YES	2.0259				2017	
LAFAYETTE HIGH SCHOOL	2.3032	YES	YES	2.3032				2017	
				13.5420					
BLAYTON ES/HORNSBY MS COMPLEX	2.2871	YES			8/1/2010	8/1/2013		2018	
BLAYTON ES/HORNSBY MS COMPLEX	1.6191	YES			8/1/2010	8/1/2013		2018	
BLAYTON ES/HORNSBY MS COMPLEX	2.2749	YES			8/1/2010	8/1/2013		2018	
BLAYTON ES/HORNSBY MS COMPLEX	2.3052	YES			8/1/2010	8/1/2013		2018	
BLAYTON ES/HORNSBY MS COMPLEX	2.4319	YES			8/1/2010	8/1/2013		2018	
BLAYTON ES/HORNSBY MS COMPLEX	1.9054	YES			8/1/2010	8/1/2013		2018	
JAMES RIVER ES	1.6400	YES						2018	
JAMES RIVER ES	2.1810	YES						2018	
MATOAKA ES	1.4539	YES					soil test	2018	
MATOAKA ES	1.6727	YES					soil test	2018	
MATOAKA ES	1.5684	YES					soil test	2018	
STONEHOUSE ES	1.9218	YES						2018	
STONEHOUSE ES	1.8877	YES						2018	
STONEHOUSE ES	1.6652	YES						2018	
STONEHOUSE ES	3.0193	YES						2018	
JCSA	0.1150	NO	YES	0.1150	2/20/2015	2/19/2018	complete		NMP in FY 15 - not contiguous
TOTAL MANAGED TURF	68.5463			38.5977					% completed based on GIS AC.

**Pollution Prevention Training
for James City County Employees**

Date	Training Materials	Training Topic	# Attended	Personnel Attended
8/27/2014	Raincheck Video and Quiz	Pollution Prevention	60	James City Service Authority
9/10/2014	Raincheck Video and Quiz	Pollution Prevention	40	Parks and Recreation
9/26/2014	Raincheck Video and Quiz	Pollution Prevention	9	Fleet
9/30/2014	Raincheck Video and Quiz	Pollution Prevention	12	Fire Station 1
10/8/2014	Raincheck Video and Quiz	Pollution Prevention	17	Fire Station 2
10/30/2014	Raincheck Video and Quiz	Pollution Prevention	8	Solid Waste
11/13/2014	Raincheck Video and Quiz	Pollution Prevention	30	Fire Station 3
11/9/2014	Raincheck Video and Quiz	Pollution Prevention	15	Fire Station 4
11/21/2014	Raincheck Video and Quiz	Pollution Prevention	15	Fire Station 5
12/31/2014	Raincheck Video and Quiz	Pollution Prevention	19	Fire Dept Staff
4/14/2015	Raincheck Video and Quiz	Pollution Prevention	7	Custodial Staff
4/17/2015	Raincheck Video and Quiz	Pollution Prevention	135	Williamsburg/James City County Schools

Appendix D
TMDL Action Plan Development

BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY2 Status
SC-1	TMDL WLA Implementation						
	<i>Skiffes Creek (Warwick River) Bacterial TMDL (JL35)</i>	Develop a TMDL Action Plan consistent with the waste load allocation contained in the TMDL completed in 2008 and approved by the State Water Control Board on April 28, 2009	Action Plan	Stormwater Division	PY3	TMDL Program Plan	Will be submitted in PY3
	<i>Mill Creek (JL33) and Powhatan Creek (JL31) Bacterial TMDL</i>	Develop a TMDL Action Plan consistent with the waste load allocation contained in the TMDL completed in 2009 and approved by the State Water Control Board on July 27, 2009	Action Plan	Stormwater Division	PY3	TMDL Program Plan	Will be submitted in PY3
SC-1a	Develop Chesapeake Bay TMDL Action Plan	Develop a TMDL Action Plan consistent with the Virginia Ph I and II WIPs to meet the Level 2 (L2) reductions of pollutants of concern (POC) in accordance with DEQ Guidance Memo # 14-2012	TMDL Action Plan	Stormwater Division	PY2	TMDL Action Plan	Completed. Will be submitted as a separate document as per the request of DEQ.
SC-2	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with VAR040037, Section II E	Stormwater Division	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.

James City County TMDL Action Plan Due Dates

The guidance from DEQⁱ for the due date of TMDL action plans is as follows:

- TMDLs approved by the SWCB prior to July 2008 need action plans completed within 24 months of permit coverage.
- If a TMDL was approved by the SWCB after July 2008 and by the EPA prior to June 2013, then the action plan is due within 36 months of permit coverage.
- If the TMDL was approved by EPA after June 2013, then the action plan is due within 36 months of the EPA approval date.

Dates of approval for James City County TMDLs are as follows:

TMDL	WLA to VAR040037	SWCB approval date	EPA approval date
Skiffes Creek/ Warwick River	yes	4/28/09	2/29/08
Mill/Powhatan	yes	7/27/09	4/28/09
Ware/Taskinas/ Skimino	no	9/30/10	3/25/10

Therefore all of the action plans are due within 36 months of permit coverage, which would be a due date of **July 1, 2016**.

ⁱ Email from Mark Sauer (DEQ) to Jennifer Tribo (HRPDC) 1/10/14

Appendix E

Regional Cooperation in Stormwater Management Fiscal Year 2014 – 2015, A Status Report Hampton Roads Planning District Commission

REGIONAL COOPERATION IN STORMWATER MANAGEMENT

FISCAL YEAR 2014-2015

A STATUS REPORT

This report was included in the HRPDC Work Program for FY 2014-2015, approved by the Commission at its Executive Committee Meeting on June 19, 2014

**Prepared by the staff of the
Hampton Roads Planning District Commission
in cooperation with the
Regional Stormwater Workgroup**

September 2015

REPORT DOCUMENTATION

TITLE:
**Regional Cooperation in Stormwater
Management Fiscal Year 2014-2015:
A Status Report**

REPORT DATE
September 2015

GRANT/SPONSORING AGENCY
LOCAL FUNDS

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ABSTRACT

This document describes cooperative activities related to stormwater management undertaken by Hampton Roads local governments during Fiscal Year 2014-2015. Activities described include the regional information exchange process, public information and education, legislative and regulatory issues, cooperative regional studies and related programs. This document is used by the region's twelve localities with stormwater permits to assist them in meeting their permit requirements.

ACKNOWLEDGMENTS

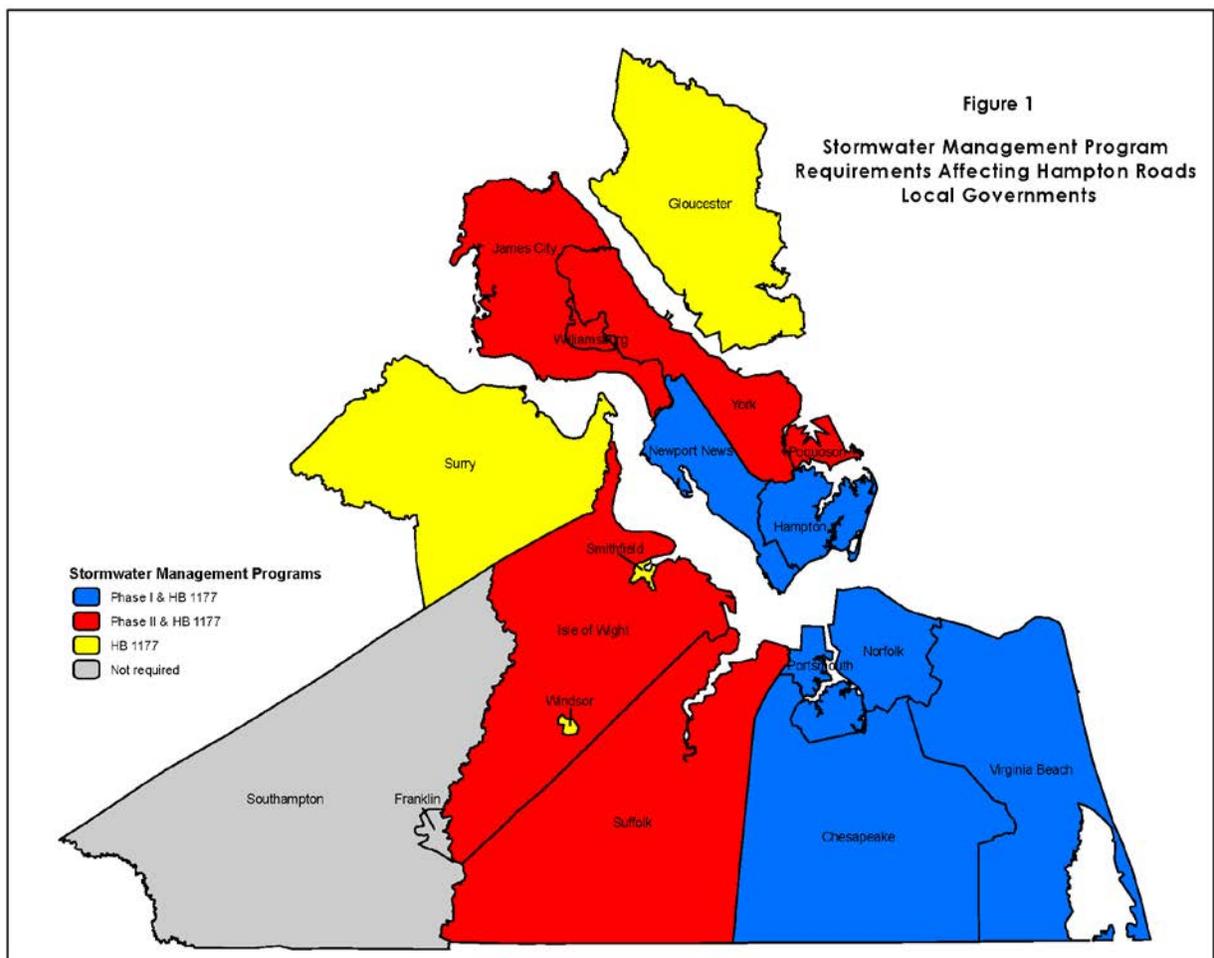
The Hampton Roads Planning District Commission, in cooperation with the regional Stormwater Workgroup, prepared this report.

Preparation of this report was included in the HRPDC Unified Planning Work Program for FY 2014-2015, approved by the Commission at its Executive Committee Meeting of June 19, 2014.

The seventeen member local governments through the HRPDC Regional Stormwater Management Program provided funding.

INTRODUCTION

Working through the Hampton Roads Planning District Commission, the region's seventeen member cities and counties and town (Figure 1) cooperated on a variety of stormwater management activities during Fiscal Year 2014-2015. This cooperative effort has been underway as a formal adjunct to the Virginia Pollutant Discharge Elimination System Permits (VPDES) for Municipal Separate Storm Sewer Systems (MS4) held by the Cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth and Virginia Beach since Fiscal Year 1995-1996. The Cities of Suffolk, Poquoson, Williamsburg, and James City County, Isle of Wight County, and York County joined in 2002 to coordinate Phase II MS4 permit applications. Cooperative activities documented in this report represent a continuation of an ongoing effort, which has involved concerted activity since 1992.



REGIONAL STORMWATER MANAGEMENT PROGRAM GOALS

The HRPDC and local stormwater staffs undertook a comprehensive effort in FY 1998-1999, called the Regional Loading Study. The project included developing a set of regional stormwater management goals to guide the regional program. The goals were presented to

and adopted by the HRPDC at its Executive Committee Meeting in September 1999. They were reaffirmed in the January 2003 approval of the “Memorandum of Agreement (MOA) Establishing the Hampton Roads Regional Stormwater Management Program” and the renewal of the MOA in 2008 and 2013. The adopted Regional Stormwater Management Program Goals, which guide the regional program, are:

- Manage stormwater quantity and quality to the maximum extent practicable (MEP).
 - Implement BMPs and retrofit flood control projects to provide water quality benefits.
 - Support site planning and plan review activities.
 - Manage pesticide, herbicide and fertilizer applications.
- Implement public information activities to increase citizen awareness and support for the program.
- Meet the following needs of citizens:
 - Address flooding and drainage problems.
 - Maintain the stormwater infrastructure.
 - Protect waterways.
 - Provide the appropriate funding for the program.
- Implement cost-effective and flexible program components.
- Satisfy VPDES stormwater permit requirements.
 - Enhance erosion and sedimentation control.
 - Manage illicit discharges, spill response, and remediation.

THE REGIONAL PROGRAM

The Regional Stormwater Management Program initially focused on activities that supported the permit compliance efforts of the six communities with Phase I VPDES Stormwater System Permits, technical assistance to the region’s non-permitted communities and regional education and training to support all of the communities. The program has expanded to include the needs of the six communities with Phase II VPDES MS4 permits and the development of locally administered Stormwater Programs which were required starting July 1, 2014.

Phase I Localities

The efforts of the Phase I localities this year have focused on implementing the local Construction General Permit programs, following the Phase I permit renewal process for Prince William, Chesterfield, Fairfax, and Henrico, and coordinating with the Department of Environmental Quality (DEQ) on their own draft Phase I permits. The Hampton Roads Phase I localities received draft MS4 permits on January 26, 2015 and have been in regional and individual negotiations since. In the last six months, the Phase I localities have met multiple times, sought legal counsel, and submitted regional and individual comment letters to DEQ. In

the next year, DEQ has scheduled individual meetings with most of the localities. Permits are expected to be issued in the first half of FY2016.

Phase II Localities

The Phase II General Permit was reissued on July 1, 2013 and required localities to develop an Action Plan within 48 months to address their waste load allocations in the Chesapeake Bay TMDL. During FY 2014-2015, the Phase II localities followed DEQ's development of the Action Plan guidance while developing their Action Plans that were submitted at the end of the fiscal year. Localities utilized the stormwater committee to coordinate on methodologies for MS4 delineation and to share details of plan development. The Phase II localities also focused on implementing their local Stormwater Programs, training staff on stormwater issues, and meeting education and outreach requirements. HRPDC staff developed an online regional training library in FY2015 in order to facilitate compliance with additional training requirements in the reissued MS4 General Permit. AskHRgreen.org piloted regional media campaigns for pet waste reduction, proper lawn maintenance, and reduction of fats, oils, and grease. These campaigns will serve to meet Phase II permit requirements for education and outreach for the remainder of this permit cycle.

INFORMATION EXCHANGE

The cornerstone of the Regional Stormwater Management Committee's activities continues to be the exchange of information. This is accomplished through regular monthly meetings to address topics of regional importance, as well as crosscutting issues that affect local stormwater, planning, public works and public utilities staff. In addition, various agencies and organizations utilize this regional forum to engage and inform local governments, as well as to gather feedback.

Monthly Meetings

The seventeen communities participate in the HRPDC Regional Stormwater Program and their staffs meet twice a month. The Stormwater Workgroup meetings provide an opportunity for local stormwater managers to exchange information about successful program activities, utility structures and policies, and technical challenges. The HRPDC Regional Environmental Committee meetings include local stormwater and planning staff plus cooperating agencies such as Department of Conservation and Recreation (DCR), Department of Environmental Quality (DEQ), Virginia Department of Transportation, Hampton Roads Sanitation District, and the US Navy.

State and Federal Agency Program Briefings

Representatives of state and federal agencies frequently brief the Committee on developing issues, regulatory guidance and technical programs. During the year, the Committee was briefed by representatives of the Environmental Protection Agency Office of Research and Development to promote sustainability, by representatives of the U.S. Geological Survey to discuss local tide gauge installation and the Chesapeake Bay Program Climate Change Workgroup, by representatives of the VA Department of Game and Inland Fisheries regarding

the revised Wildlife Action Plan, and by DEQ staff on the schedule and expectations for the upcoming Chesapeake Bay Preservation Area compliance reviews and the historical data cleanup for the Chesapeake Bay model update.

Watershed Roundtables

The Watershed Roundtable approach is Virginia's program to encourage collaboration and information sharing between the public and private sector on nonpoint source pollution management. HRPDC staff participated in the Middle James River Roundtable and the Albemarle-Chowan Roundtable in FY15.

Regional Technical Environmental Workgroup

In FY 2015, the HRPDC established the Regional Technical Environmental Workgroup in order to provide a forum for local government staff from various departments and consultants to discuss technical details of the implementation of the Chesapeake Bay TMDL as well as local TMDLs. The objectives of the Workgroup are to discuss technical aspects of restoration projects and research, discuss research and development of alternative BMPs, help set regional priorities for approval of BMPs for the Bay TMDL, develop research priorities for filling data gaps, and assist in developing a framework for prioritization of restoration sites. Meetings are open to the public and will be held quarterly. The Workgroup serves an advisory role to the Regional Environmental Committee. In FY2015, meetings were held in September 2014, December 2014, and June 2015.

PUBLIC EDUCATION

askHRgreen.org

To support development and operation of the stormwater education program, the HR STORM committee consisting of local stormwater education/public information staff was established in 1997. Beginning in FY11, the HRPDC environmental education programs were combined into a single public awareness program and central resource for environmental education in Hampton Roads known as askHRgreen.org. In June 2011, the askHRgreen.org website launched. The website contains information on earth-friendly landscaping ideas and pointers for keeping local waterways clean, recycling tips, and simple steps to make local living easy on the environment. It also includes a blog written by a team of local experts who work in the region's municipal utility and environmental divisions.

The stormwater subcommittee continues to meet on a monthly basis to discuss education priorities for stormwater. In FY15, the subcommittee focused on ensuring that the regional education campaign fulfills the outreach requirements on the current Phase II General Permit issued July 1, 2013. The subcommittee also continued the program to distribute pet waste stations to interested community members throughout Hampton Roads. The activities conducted through the askHRgreen.org campaign for the year are summarized in the askHRgreen.org Annual Report.

TRAINING

Since 2004, HRPDC staff has worked with the six Phase II communities to develop and conduct training programs for local government staff. This year the HRPDC staff developed a regional training library and uploaded it to the HRPDC website. The library contains training resources such as webcasts, You Tube videos, and DVD videos. The Stormwater Workgroup also evaluated training videos that are available for purchase. The series produced by the North Central Texas Council of Governments, which covers stormwater pollution prevention for a variety of municipal departments, was very well received and several localities have incorporated the videos into their local training programs.

The Chesapeake Stormwater Network (CSN) offered several webcasts throughout FY15 covering topics of interest to MS4 managers, including crediting urban retrofits and improving residential BMP programs. HRPDC staff registered for the webcasts and provided conference rooms for viewing.

DEQ selected Hampton Roads as the pilot location for their new course, Stormwater Management for Contractors and Operators. The course provides an overview of stormwater management requirements applicable to those persons responsible for demonstrating compliance with the conditions of the construction general permit. HRPDC had expressed a need for this type of training and was pleased to host the first session on January 6, 2015.

In May 2015, EPA Region III staff led the Virginia MS4 Forum, a three-day workshop addressing EPA and DEQ oversight, compliance expectations and assistance, and permittee collaboration. The Hampton Roads Phase I and Phase II localities were in attendance.

Training Topic	Last Offered	Previous Dates
Fleet Maintenance	March 2005	
Landscaping	March 2006	
IDDE	Oct 2009	Feb 2008, May 2007
General Pollution Prevention	May 2013	March 2004, Feb 2009
Parks & Open Space Mgt.	March 2011	
LID Practices	June 2010	
Erosion & Sediment Control	May 2013	
Pollution Prevention and Spill Response for Municipal Operations	May 2013	
Urban Stormwater Retrofits – Discovery and Accounting (CSN Webcast)	Sept 2014	
Creating or Enhancing Your Local Residential BMP Program (CSN Webcast)	Sept 2014	
Crediting BMPs Used for New and Redevelopment (CSN Webcast)	Oct 2014	
Best Practices for Retrofit Delivery (CSN Webcast)	Nov 2014	
Stormwater Management for Contractors and Operators (DEQ)	Jan 2015	
VA MS4 Forum (EPA Region III)	May 2015	

LEGISLATIVE & REGULATORY MONITORING

This element of the program involves monitoring state and federal legislative and regulatory activities that may impact local stormwater management programs. Based on this monitoring, the HRPDC staff develops briefing materials for use by the localities, including consideration by the governing bodies. As appropriate, the HRPDC staff in cooperation with the Committee develops consensus positions for consideration by the Commission and local governments. The level of effort devoted to this element has increased significantly over the past six years. During 2014-2015, the regional emphasis was on the development of the Chesapeake Bay TMDL Action Plan Guidance, streamlining the Stormwater Legislation and Regulations, developing guidelines for the use of proprietary BMPs for stormwater regulation compliance, the federal Waters of the US Rule, the state nutrient trading regulations, and development of Virginia's Phase III Watershed Implementation Plan for the Chesapeake Bay TMDL. For each issue, HRPDC staff provided updates to the Regional Technical Environmental Workgroup or Regional Environmental Committee, collected input, and submitted comments on behalf of the Region. If

a stakeholder group was assembled for a particular issue, then the Region elected a representative to serve on behalf of the localities.

Chesapeake Bay TMDL Action Plan Guidance

EPA issued the TMDL for the Chesapeake Bay watershed on December 29, 2010. It was based, in part, on the Watershed Implementation Plans (WIP) developed by the Bay watershed states and the District of Columbia. The Bay TMDL addresses all segments of the Bay and its tidal tributaries that are on the impaired waters list. In its Chesapeake Bay TMDL Watershed Implementation Plans, the Commonwealth committed to a phased approach to reducing nutrients and suspended solids discharging from MS4s. The Special Condition for the Chesapeake Bay TMDL in the General VPDES Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer System (VAR04), effective July 1, 2013, and the eleven Phase I Individual MS4 permits, as they are reissued, requires MS4 operators to develop a Chesapeake Bay TMDL Action Plan that demonstrates future plans to meet the required reductions.

During FY14, HRPDC staff participated in the advisory committee for the development of guidance for the Chesapeake Bay TMDL Action Plan provision being placed in MS4 permits to meet TMDL requirements. DEQ issued the Guidance Memo in August 2014 and held a series of information sessions for local governments. DEQ issued a revised draft in March 2015 in order to address comments and issues identified during the information sessions. HRPDC staff worked with the stormwater committee to develop comments on the revised Guidance and submitted a comment letter on behalf of the localities in April 2015. The final Guidance Memo was issued in May 2015.

Streamlining Virginia Stormwater Laws

In FY15, HRPDC served on the Stormwater Legislation Stakeholders Advisory Group (SAG). The SAG has been charged with streamlining the VA stormwater laws (Stormwater Management Act, Erosion and Sediment Control Law, Chesapeake Bay Preservation Act, and the State Water Control Law) with the goal of proposing revised legislation in the 2016 General Assembly session.

Proprietary BMPs for Stormwater Compliance

The new post-construction water quality requirements require approval from DEQ for use of proprietary BMPs in Virginia. The Stormwater BMP Clearinghouse Committee was established in order to provide guidance to DEQ on BMP listing criteria, Clearinghouse website content, and database design. The Region was represented on the BMP Clearinghouse through January 2015. Regional input was focused on defining the proposed role of the Clearinghouse in approving non-proprietary BMP pollutant removal efficiencies.

At the end of FY14, DEQ issued interim guidance that describes a process for approving these proprietary BMPs and assigning pollutant removal credits: "Interim Use of Stormwater Manufactured Treatment Devices (MTDs) To Meet The New Virginia Stormwater Management Program (VSMP) Technical Criteria, Part IIB Water Quality Design Requirements." In FY15, the Clearinghouse Committee focused on the approval process for

MTDs and discussed how and when the Guidance should be updated or replaced with Regulations. HRPDC staff has been involved with a cooperative effort to request that DEQ add sizing criteria to the Guidance.

Waters of the US Rule

On March 25, 2014, the Environmental Protection Agency (EPA) and the U.S. Army Corps of Engineers (Corps) jointly proposed a rule defining the scope of waters protected under the Clean Water Act (CWA). Revisions were proposed in light of Supreme Court rulings in 2001 and 2006 that interpreted the regulatory scope of the CWA more narrowly than previously, but created uncertainty about the precise effect of the Court's decisions. The HRPDC Stormwater Workgroup discussed this issue extensively in early FY15 and submitted a comment letter on October 16, 2014. The letter focused on concerns that the rulemaking would make stormwater retrofits and compliance with TMDLs more difficult, and requested that EPA add an exception for stormwater infrastructure to the Rule. On May 27, 2015, the EPA and the Corps finalized the Clean Water Rule to define Waters of the United States. The proposed Rule addressed many of the HRPDC concerns.

Virginia Nutrient Trading Regulations

In 2012, the Virginia General Assembly passed legislation requiring the State Water Control Board to adopt regulations for the certification of nonpoint source nutrient credits. Nonpoint credits include credits generated from agricultural and urban stormwater best management practices, management of animal feeding operations, land use conversion, stream or wetlands restoration, shellfish aquaculture, and other established or innovative methods of nutrient control or removal. Virginia's current trading program involves exchanges between point sources. This regulation is another step towards a successful trading program because it will make additional nonpoint source nutrient credits available for trading between point source to nonpoint source trades or nonpoint to nonpoint trades. This expanded trading program is part of the overall goal of meeting the reductions assigned by the Chesapeake Bay Watershed Implementation Plan and the Chesapeake Bay TMDL.

The regulation will establish the process for the certification of nonpoint source nitrogen and phosphorus nutrient credits and assure the generation of the credits. The regulation includes application procedures, baseline requirements, credit calculation procedures, release and registration of credits, compliance and reporting requirements for nutrient credit-generating entities, enforcement requirements, application fees, and financial assurance requirements. Nonpoint source nutrient credits must be certified by the Department prior to release, placement on the registry and exchange.

In FY2013 and FY2014, the HRPDC served on the Regulatory Advisory Panel established to assist DEQ in developing the certification regulations. DEQ proposed the Regulations for public comment in the Virginia Registrar on December 29, 2014. HRPDC submitted comments to DEQ in March 2015 that supported the definition of management area; requested that a public hearing be held for nutrient certification requests; asked for clarification of credits purchased within MS4s by private parties; and suggested revisions to ensure that the regulations are

protective of local water quality. Final regulations are expected in FY2016.

Virginia's Phase III Watershed Implementation Plan for the Chesapeake Bay TMDL

The EPA established the Chesapeake Bay TMDL on December 29, 2010 that included a Phase I Watershed Implementation Plan (WIP) developed by Virginia that outlined the statewide strategies that would be implemented by each source sector. In March 2012, Virginia submitted its final Phase II WIP to EPA that outlined the management actions that will be implemented by local governments. The HRPDC participated in both efforts on behalf of the local governments and submitted regional input for the Phase II WIP entitled, *Hampton Roads Regional Planning Framework, Scenario, and Strategies*.

Virginia will be required to develop a Phase III Watershed Implementation Plan by 2018 that will describe how Virginia will achieve the required nutrient and sediment reductions from 2017 through 2025. In FY2015, Virginia began the development of this plan with the establishment of the Chesapeake Bay Stakeholder Advisory Group. Meetings in October and March discussed the 2014 Chesapeake Bay Watershed Agreement, BMP Verification process, and Virginia's progress on nutrient reductions by sector.

REGIONAL STUDIES

Water Quality Monitoring Study

In FY14, the HRPDC and the Phase I localities partnered with the USGS and HRSD to create the Hampton Roads Regional Water Quality Monitoring Program (HRRWQMP). The purpose of the study is to characterize the sediment and nutrient loadings from the major urban land-uses in the Hampton Roads region. The data collected during the first three to five years will serve as a baseline for nutrient and sediment loads from MS4s prior to implementation of BMPs to comply with the Chesapeake Bay TMDL. In addition these measured sediment and nutrient loads will be compared to the loading rates in the Chesapeake Bay Watershed Model and used to improve the accuracy of the model in the Coastal Plain. In FY15, the locations of the 12 stations (2 per Phase I locality) were selected. Seven stations have been installed and are currently collecting flow, turbidity, and temperature data. The remainder of the stations will be installed in FY16. Additional information on the project objectives, site locations, and data collected can be viewed here: <http://va.water.usgs.gov/HRstormwater/index.html>.

Stormwater Program Matrix

A comprehensive stormwater program matrix, including Phase I and Phase II communities, was developed in FY 2000 which addresses both utility and programmatic issues. HRPDC staff coordinates with local government stormwater program staff to update the information in the matrix annually.

Local TMDL and Implementation Plan Development

The state has developed a substantial number of TMDL Studies and TMDL Implementation Plans. This work follows from the classification of the waters by the state as meeting or failing to meet water quality standards. Water bodies that fail to meet water quality standards are

classified as “impaired,” triggering the requirement to prepare the TMDL study. The HRPDC staff has coordinated regional involvement in the “impaired waters” listing and TMDL development process. This has entailed providing opportunities through the Regional Environmental Committee for education of local government staff on the TMDL process, response to the development of TMDLs themselves, and participation in the development of implementation plans.

To assist the region’s localities in addressing this requirement and ensuring that Implementation Plans are feasible, the HRPDC staff is working with DEQ through a cooperative regional partnership to coordinate the TMDL study process with the localities and to develop the required Implementation Plans. In FY14, HRPDC partnered with DEQ and HRSD to develop a study plan to collect stormwater samples from the Elizabeth River watershed and analyze them for PCB concentration in order to support the development of the Lower James and Elizabeth River PCB TMDL. Stations in Chesapeake, Norfolk, Portsmouth, and Virginia Beach were selected because they met the criteria for representative land uses and watersheds where PCBs could be monitored. In FY15, water samples were collected at these stations by HRSD and sent to the DEQ selected laboratory for PCB analysis. The MS4 localities in Hampton Roads funded the data collection and DEQ paid for the analysis. The PCB TMDL for the Lower James and Elizabeth River is expected to be developed in FY16.

TECHNICAL ASSISTANCE

The HRPDC continues to serve as a clearinghouse for technical assistance to the localities, as well as a point of contact in arranging short-term assistance from one locality to another. The HRPDC Committee process also provides a forum for state regulatory agency staff to meet with the region’s localities to discuss evolving stormwater management regulations. In addition, the HRPDC staff provides technical information and advice to all of the participating localities on a wide variety of issues upon request. In FY15, technical assistance to localities was focused on disseminating information related to implementation of and compliance with the Chesapeake Bay TMDL, providing training resources for locality stormwater staff, and evaluating the real world challenges of interpreting and implementing the local stormwater programs.

MEMORANDUM OF AGREEMENT

The Regional Stormwater Management Program was established in 1996 as a formal program of the Hampton Roads Planning District Commission with support and participation from the sixteen member local governments. A Memorandum of Agreement (MOA) was created that outlines the basic regulatory and programmatic premises for the cooperative program, incorporating the Regional Program Goals, described earlier in this report. The MOA establishes a division of program responsibilities among the HRPDC and the participating localities, addresses questions of legal liability for program implementation, and includes other general provisions. The MOA is reauthorized by the signatories every five years and was renewed in 2013.

PERMIT ADMINISTRATION AND REPORTING SYSTEM (PARS)

In an effort to streamline reporting and capture data more effectively for local governments, the twelve permitted localities have pooled resources to develop the Permit Administration and Reporting System, or PARS. The region contracted with URS Corporation to develop a web-based data tracking and reporting system. The system is being utilized by local governments to catalog development sites and their associated best management practices (BMPs). The system also enables localities to capture inspection information, catalog stormwater outfalls, document illicit discharge investigations and record public education information. Users can query a variety of reports to satisfy the reporting requirements of their stormwater permits. In FY15, AECOM (formerly URS) updated PARS to meet the current needs of the Stormwater Workgroup. Updates included adding stormwater management facility types to match the BMP Clearinghouse, tracking for TSS, and tracking development, redevelopment, impervious, and pervious acres.

RELATED PROGRAMS AND PROJECTS

In various combinations, the twelve (12) MS4 communities, as well as their non-permitted counterpart communities, participate in a wide variety of related programs. These programs are noted here because of their relationship with stormwater management.

Chesapeake Bay Program Participation

The Chesapeake Bay Program is a regional partnership that has led and directed the restoration of the Chesapeake Bay since 1983. Bay Program partners include federal and state agencies, local governments, non-profit organizations and academic institutions. Partners work together through the Bay Program's goal teams, workgroups and committees to collaborate, share information, and set goals. Since the development of the Chesapeake Bay TMDL in December 2010, the Hampton Roads Region has devoted considerable attention to the ongoing Chesapeake Bay Program (CBP). To facilitate local government participation in Chesapeake Bay Program activities, HRPDC and locality staff have participated in the deliberations of many CBP committees and work groups dealing with urban stormwater, land development, watershed planning, land use development, modeling and local government's role in the Bay Program. HRPDC staff has continued to follow the activities of the CBP primarily through participation in the Urban Stormwater Workgroup, the Land Use Workgroup, and the Water Quality Goal Implementation Team. In FY15, local government stormwater staff served on the Street Sweeping, shoreline restoration, and floating wetlands BMP panels that develop Bay Program efficiencies for new stormwater best management practices. HRPDC staff co-chaired the Bay Program's Land Use Workgroup through December 2014. HRPDC staff participated in a Scientific and Technical Advisory Committee (STAC) workshop in March 2015 to evaluate the need for a Bay-wide protocol to test MTDs.

Chesapeake Bay Preservation Act Program

Fourteen of the seventeen member localities continue to implement programs in response to the Virginia Chesapeake Bay Preservation Act. Stormwater management is one component of those programs. Although the CBPA is not formally part of the multi-state Chesapeake Bay

Program, described above, it serves as one element of local government implementation actions to comply with their MS4 Permits and to meet the goals of the Bay Program.

Land and Water Quality Protection Study

In FY13, HRPDC began a three phase project, Land & Water Quality Protection Study, funded by the Virginia Coastal Zone Management Program with 309 funding. The goal of this grant was to identify enforceable policies or changes to enforceable policies for local governments to consider adopting. During the first phase of the project, HRPDC staff analyzed the local consequences of the new water quality requirements for urban and transitional communities and identified available tools to enable localities to meet these requirements while avoiding negative impacts on natural resources. The second phase of the project focused on working with two pilot localities (Norfolk and Suffolk) to identify the most appropriate tools and test their application. In FY15, HRPDC staff completed the third and final phase of the project, which resulted in a coastal plain BMP guidance, recommendations for changes to plans and ordinances in the pilot localities, and a modeling effort to evaluate the water quality impacts of various growth scenarios.

Development of Statewide Land Cover Data

During the 2014 General Assembly, HRPDC staff worked to allocate funds from the Water Quality Improvement Fund (WQIF) for the development of statewide high-resolution land use/land cover data. In FY15, HRPDC staff coordinated with DEQ, VGIN, and the Bay Program to define the scope of work for this project, identify the necessary land cover types, and issue an RFP through VGIN to select a contractor. WorldView Solutions was selected as the service provider at the end of FY15. This data will be utilized by the Chesapeake Bay Program to improve the representation of land use in the Bay Watershed Model. This effort was initiated because localities identified the need for better land cover data as a high priority after reviewing Virginia's Chesapeake Bay Phase II WIP.

CONCLUSION

Through the Hampton Roads Planning District Commission, the seventeen localities of Hampton Roads have established a comprehensive Regional Stormwater Management Program. This program provides technical assistance, coordination, comprehensive technical studies and policy analyses and stormwater education. The Regional Stormwater Management Program enables the region's localities to participate actively and effectively in state and federal regulatory matters. It has enhanced the ability of the twelve localities with VPDES Permits for their Municipal Separate Storm Sewer Systems to comply with permit requirements.

The Regional Stormwater Management Program provides a mechanism through which the strengths of the seventeen local stormwater programs can be mutually supportive. It allows for cost-effective compliance with permit requirements, resolution of citizen concerns with stormwater drainage and water quality matters, and achievement of improved environmental quality throughout the Hampton Roads Region.