



City of Waynesboro, Virginia
Virginia Stormwater Management Program
Municipal Separate Storm Sewer System (MS4)
Program Plan 2014



**City of Waynesboro, Virginia
Virginia Stormwater Management Program
Municipal Separate Storm Sewer System (MS4)
General Permit Registration Statement**

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INTRODUCTION

Discharges from municipal separate storm sewer systems are regulated under the Virginia Stormwater Management Act, the Virginia Stormwater Management Program (VSMP) Permit regulations, and the Clean Water Act as point source discharges. MS4 regulations were developed and implemented in two phases. Implementation of the first phase began in the early 1990s and required that operators of MS4s serving populations of greater than 100,000 people (per the 1990 decennial census) apply for and obtain a permit to discharge stormwater from their outfalls. The second phase of MS4 regulations became effective March 23, 2003, and required that operators of small MS4s in "urbanized areas" (as defined by the latest decennial census) obtain a permit to discharge stormwater from their outfalls.

In August 2013, the City of Waynesboro received a Notice of Designation as a regulated small MS4. Part of the City's jurisdiction had been identified as being located within an urbanized area according to the 2010 Decennial Census. As a result, the City must apply for coverage under the General Permit for the Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems. Similar to the Phase I programs, small MS4 programs must be designed and implemented to control the discharge of pollutants from their storm sewer system to the maximum extent practicable in a manner that protects the water quality in nearby streams, rivers, wetlands and bays.

Stormwater discharges from Phase II (small) MS4s are regulated under the General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems. Small MS4s include storm sewer systems operated by cities, counties, towns, federal facilities such as military bases, Veteran's Affairs hospitals and research facilities, Department of Defense facilities and parkways, and state facilities such as VDOT, community colleges and public universities. Under the general permit, small MS4s must develop, implement and enforce a program that includes the following "six minimum control measures":

- Public education and outreach on stormwater impacts
- Public involvement and participation
- Illicit discharge detection and elimination
- Construction site stormwater runoff control
- Post-construction stormwater management in new development and redevelopment
- Pollution prevention/good housekeeping for municipal operations

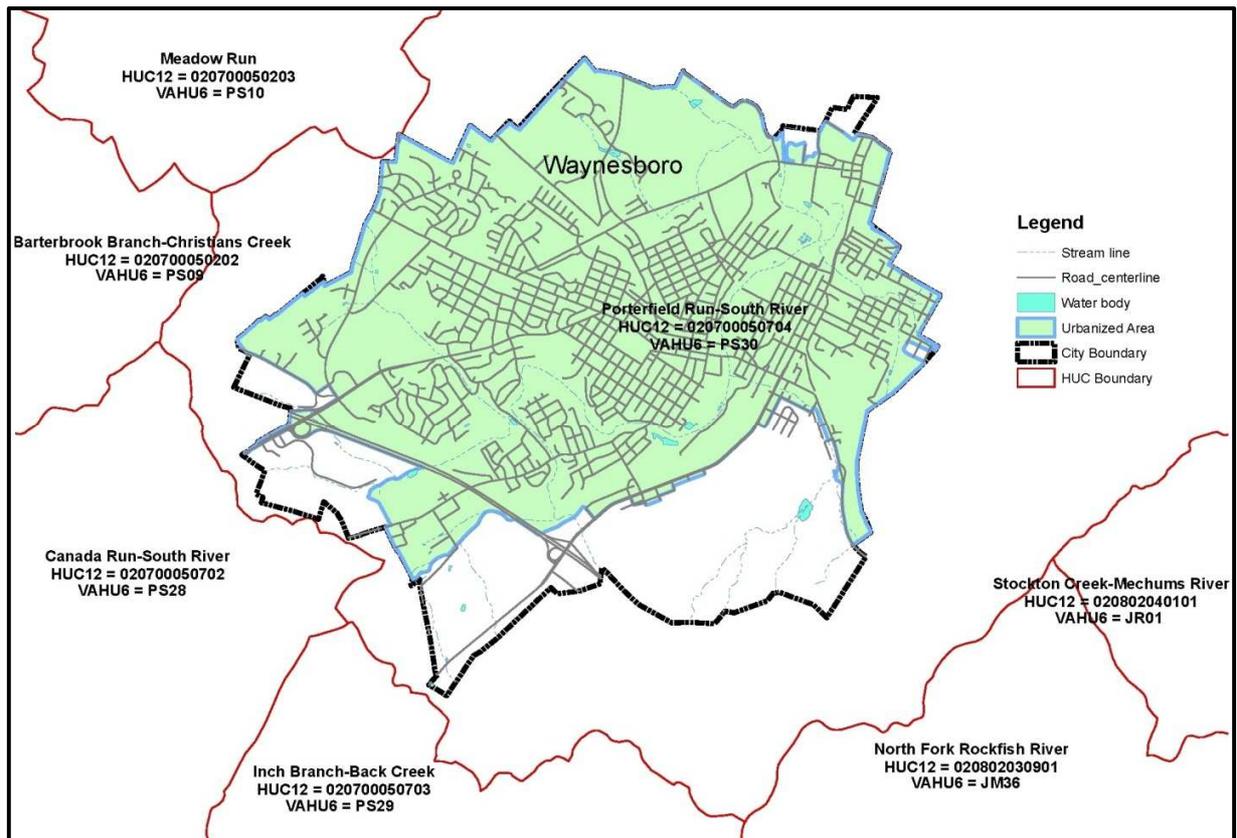
Activities within each of the control measures are called Best Management Practices or BMPs.

The purpose of this document is to supplement the City's General Permit Registration Statement and to outline the City's MS4 Program to address the "six minimum control measures". The City will update and as necessary provide schedules to implement its MS4 program including its BMPs and measurable goals in order to meet any new requirements in the General Permit for discharges from an MS4.

ABOUT WAYNESBORO

Located in Augusta County in Virginia's historic Shenandoah Valley, the area was first established as a popular location for travelers heading west to stop while crossing the Blue Ridge Mountains through Jarmon's Gap. Later the area became known as Waynesborough, after U.S. Army General Anthony Wayne who was well respected for his leadership during the Revolutionary and Northwest Indian Wars. The name was shortened to Waynesboro prior to becoming an incorporated Town in 1834. The area was the scene of many battles during the Civil War including the Battle of Waynesboro that proved to be the final battle for Confederate General Jubal Early. During the late 1800s the completion of the Crozet Tunnel ushered in an era of tremendous industrial growth because of the accessibility of the N&W and C&O Railroad Companies. Today, Waynesboro has a population of 21,006 as of the 2010 census. Waynesboro is approximately 15.1 square miles in size. The urbanized area within Waynesboro is 11.3 square miles as identified in Figure 1. This urbanized area represents a portion for the Staunton–Waynesboro Micropolitan Statistical Area, as defined by the Office of Management and Budget, which had a population of 118,502 as of the 2010 census.

Figure 1



WAYNESBORO'S MS4 WATERSHED CHARACTERIZATION

Land Use Per 2013 Waynesboro GIS Mapping

	Acres	%
Hydrologic Unit Code	PS30	PS30
Residential	4,323	59.6
Commercial	684	9.4
Industrial	709	9.8
School/Institutional	56	0.8
Transportation	1,186	16.4
Parks	290	4.0
Total	7,248	100

Note: Areas based on available City of Waynesboro 2013 GIS Mapping, information will be updated as new data is available and verified.

MS4 PROGRAM

Minimum Control Measure 1 – Public Education and Outreach

The public education and outreach (PE&O) BMPs will be a critical component of City's MS4 program. The PE&O program will help the citizens of the community better understand the environmental challenges that they are facing as a community. This new knowledge will encourage the community as a whole to implement changes in their lifestyles that will reduce the negative impacts their daily choices have on the environment. Additionally, this program empowers the citizens to become part of the stormwater solution by developing an understanding of program goals and a providing variety of ways to communicate observed issues to the program administrator.

BMP – 1.1 School Presentations

The City will develop a targeted presentation to school age children in grades 4-9. The presentations will be age appropriate with the goal to build on past presentations in future years. An EnviroScape model, or similar, will be purchased and used as an interactive tool to help better understand the effects of water pollution and strategies for prevention.

Objective and Expected Results: By targeting grades 4-9, the City will be providing these children with the required information to foster stormwater awareness that will translate into long lasting positive changes toward stormwater issues.

Implementation Schedule: The City plans to have the presentation developed and all needed material purchased by the end of the 2nd year of the permit (June 30, 2015). Once developed, the City will target 4-6 presentations per year. The City's Engineering Department will be responsible for developing and giving the presentations.

Method to Determine Effectiveness: The measure for this BMP will be based on the total number of presentations per year and the total number of students. The annual report will include these numbers.

Responsible Department: Engineering

BMP – 1.2 Stormwater Webpage

The City will develop a dedicated stormwater webpage which will allow detailed information to be available to the public. The new stormwater webpage will be added to the existing City website. Information that will be available on the webpage include definitions of common stormwater elements (i.e., stormwater, watershed, Chesapeake Bay, pollution prevention, etc.), details about why stormwater is important, identification of how citizens can help, links to the City's stormwater program elements (ordinances, erosion & sediment control, policies, design standards, general permit, annual reports, etc.), links to federal and state stormwater program information, and contact information for reporting and questions.

Objective and Expected Results: The objective of the dedicated website is to provide large amounts of detailed federal, state, and local program information accessible to a large number of citizens. The expected result is to easily be able to search for and find detailed information on stormwater in general, as well as detailed information pertaining to Waynesboro's MS4 program.

Implementation Schedule: The City plans to complete the website by the end of the 2nd year of the permit (June 30, 2015). Once developed, the City will maintain the website by adding the annual reports and updating the site's content and links. Engineering will be responsible for the page's content and will direct the webmaster of all required changes.

Method to Determine Effectiveness: The effectiveness of this BMP will be based on the total number of website hits that occur each year. The annual report will include this number.

Responsible Department: Engineering

BMP – 1.3 Educational Brochures

The City will develop a stormwater brochure to provide educational information in an easy to read format. The brochures will concentrate on topics of particular interest to the citizens and may include illicit discharge identification and reporting, watershed education, pet waste disposal, proper car washing practices, or fertilization techniques. Each brochure will include information about the topic, identify desirable changes in behavior, and provide contact information for questions and reporting. The educational brochures will be made available at various City offices and at community events.

Objective and Expected Results: By distributing educational brochures to the citizens, the City will be raising the general awareness of stormwater issues as well as providing actions the public can take to help protect water quality and minimize impacts to stormwater runoff.

Implementation Schedule: The City plans to create the brochure and begin distribution by the end of the 2nd year of the permit (June 30, 2015), and distribute throughout the remainder of the permit cycle. Engineering will be responsible for the brochure's content and distribution.

Method to Determine Effectiveness: The effectiveness of this BMP will be based on the total number of brochures distributed. The annual report will include this number.

Responsible Department: Engineering

Minimum Control Measure 1 – Public Education and Outreach Summary

BMP	Permit Year	Tracking (per year)
BMP - 1.1 School Presentations	2 through 5	Number of presentations & number of students
BMP - 1.2 Stormwater Webpage	2 through 5	Number of hits
BMP - 1.3 Educational Brochures	2 through 5	Number of brochures distributed

Minimum Control Measure 2 – Public Involvement/Participation

The public involvement/participation (POP) BMP will promote valuable input and assistance from the community. Providing the public opportunities to play an active role in the program is instrumental in a successful program. By promoting the availability of the program to the community, public participation will increase, leading to a reduction in stormwater pollutants and improved water quality.

BMP – 2.1 Tree Planting Program

The City currently has a Tree Planting Program where new trees are planted, dead or diseased trees are replaced with new plantings, and structural pruning is performed on young existing trees. The City also organizes and participates in an Arbor Day event where seedlings are handed out to participants. The City will continue its Tree Planting Program and its participation in the Arbor Day event. The City will hand out seedlings and educational brochures and discuss the benefits of tree planting on water quality.

Objective and Expected Results: Encourage the community to actively take part in stormwater enhancements. Raise the general awareness of stormwater issues as well as discussing actions, such as tree planting, the public can take to help protect water quality and minimize impacts to stormwater runoff.

Implementation Schedule: The City will continue its Tree Planting Program and participating in the Arbor Day event. Parks & Recreation will continue to be responsible for these programs.

Method to Determine Effectiveness: The effectiveness of this BMP will be based on the total number of trees planted, the number of trees pruned, the number of participants, and the number of seedlings handed out at the Arbor Day event. The annual report will include these numbers.

Responsible Department: Parks & Recreation

BMP – 2.2 DEQ/DCR Adopt-A-Stream Program

The City will actively encourage participation in the Virginia Adopt-A-Stream program. The stormwater webpage will include links to Virginia's program with directions on how to apply. The City will procure and house the needed material for volunteers to use during the clean-up event. Materials will include safety information, trash bags, safety vests, and traffic control-warning signs. The City will also coordinate trash pick-up if needed.

Objective and Expected Results: Encourage the community to actively take part in stormwater enhancements while improving stream quality.

Implementation Schedule: The City will make the modifications to the stormwater webpage by the end of the 3rd year of the permit cycle (June 30, 2016). The Engineering Department will

be responsible for posting information about the program and for supplying volunteers with the available materials.

Method to Determine Effectiveness: The effectiveness of this BMP will be based on the total linear feet of stream adopted. The annual report will include this number.

Responsible Department: Engineering

BMP – 2.3 Stormwater Partnerships

The City will actively establish partnerships with local environmental advocacy groups, such as the Riverfest organization, the local Trout Unlimited Chapter, the Valley Conservation Council, the Boy Scouts, and local 4-H club. The partnerships that are developed will ensure that local impaired waters and pollutants of concern are emphasized in education and outreach efforts, and citizen groups are trained and empowered to take action. The City will also continue to utilize existing relationships with regional partners to encourage local citizen involvement.

Objective and Expected Results: To ensure the education, outreach efforts, and volunteer opportunities are enhanced to the maximum extent possible by a coordinated effort.

Implementation Schedule: The Engineering Department will begin sending a representative to committee meetings by the end of the 2nd year of the permit cycle (June 30, 2015).

Method to Determine Effectiveness: The effectiveness of this BMP will be based on the total number of meetings and events that were attended. The annual report will include this number. Additional BMP activities created by these partnerships will be captured in the tracking and reporting of the appropriate BMP.

Responsible Department: Engineering

BMP – 2.4 Stormwater Hot-Line

The City will establish a dedicated stormwater hot-line. The hot-line will consist of a dedicated un-manned telephone line with all calls going to voicemail and a dedicated email address. Daily, the messages will be checked and any issues will be addressed in accordance with the written procedure. A reporting “Hot-line” link will also be provided on the stormwater web page (BMP 1.2). This link will send reporting emails to a general account that will be monitored by the Engineering Department

Objective and Expected Results: The hot-line will give the community the opportunity to report any type of pollution or to ask questions related to stormwater and water quality. Also, the hot-line will allow for the reporting of suspected illicit discharges.

Implementation Schedule: The hot-line will be set up by the end of the 2nd year of the permit cycle (June 30, 2015). The Engineering Department will be responsible for housing the hot-line and initiating the response to any stormwater issues.

Method to Determine Effectiveness: The effectiveness of this BMP will be based on the total number of calls/emails per year. The annual report will include this number.

Responsible Department: Engineering

Minimum Control Measure 2 – Public Involvement/Participation Summary

Strategies	Permit Year	Tracking (per year)
BMP - 2.1 Tree Planting Program	1 through 5	Number of trees planted/pruned, Arbor Day participants, seedlings
BMP - 2.2 DEQ/DCR Adopt-A-Stream Program	3 through 5	Total linear feet adopted
BMP - 2.3 Stormwater Partnerships	2 through 5	Number of calls
BMP - 2.4 Stormwater Hot-Line	2 through 5	Number of calls, Number of Emails

Minimum Control Measure 3 – Illicit Discharge Detection and Elimination

For the purposes of this permit, an illicit discharge is defined as any discharge to a municipal separate storm sewer that is not composed entirely of stormwater, with the exceptions for those pursuant to any other VSMP permit. These discharges can have immediate and long lasting impacts to the ecosystem of your local water bodies.

BMP – 3.1 Hazardous Waste Collection Day

The City will continue to participate in the regional household hazardous waste collection day. The event is held once a year in the fall at the Augusta County Government Center. The following types of waste are accepted: solvents, oil based paints, fuels, used oil, computer equipment, lead-acid batteries, rechargeable batteries, herbicides/pesticides, small electronics, antifreeze, compact fluorescent bulbs, and fluorescent bulbs. Information about the event will be made available on the stormwater website. The City will also continue to send an informational flyer prior to the event.

Objective and Expected Results: By actively promoting the hazardous waste collection day, the City will reduce the risk of improper storage, disposal, and discharges within the MS4.

Implementation Schedule: The program is ongoing. Public Works will continue to be responsible for coordinating citizen notification.

Method to Determine Effectiveness: The City will track the total number of City vehicles dropping off hazardous waste. The annual report will include this number.

Responsible Department: Public Works

BMP – 3.2 IDDE Detection Program

The City will develop and implement an IDDE Detection Program to detect, identify and address unauthorized discharges. The program will require a storm sewer map to be developed and maintained with all outfalls identified. The mapping system will be used to screen for illicit discharges. The dry weather screening element of the program will include:

- Developing prioritized screening schedule
- Performing a minimum 50 field screenings per year, or screening all outfalls if less than 50 total in system
- Methodologies to collect general information such as last rain, quantity of rain, visual observations, etc.
- Defining time frame to conduct investigations based on priorities
- Methodologies to determine the source of all illicit discharges
- Mechanisms to eliminate illicit discharges, including procedures for legal action
- Methods for follow up
- Mechanisms to track all investigations

The City will prohibit non-stormwater discharges into the storm sewer system through modifications to the ordinance. The stormwater webpage (BMP 1.2) and hot-line (BMP 2.4) will be used to promote and facilitate public reporting of illicit discharges.

Objective and Expected Results: The goal of this control measure is to develop, implement, and enforce a program to detect, identify, and address illicit discharges into City's regulated MS4 system.

Implementation Schedule: The City will develop an IDDE program and corresponding ordinances by the end of the 3rd year of the permit cycle (June 30, 2016). The IDDE program will begin implementation during the 4th year of the permit cycle. Engineering will be responsible for implementing the program with support from Public Works for investigations. The Engineering Department will be responsible for development and maintenance of the storm sewer mapping.

Method to Determine Effectiveness: The City will track the number of illicit discharges detected and enforcement actions. The annual report will include these numbers.

Responsible Department: Public Works

BMP – 3.3 Mapping of Stormwater Network

The City will produce and maintain an accurate storm sewer system mapping and information table for City-owned stormwater facilities using GIS and GPS locating technologies. Information to be collected and maintained includes:

- Outfalls
- Natural streams
- Structural stormwater BMPs type and location
- Storm sewer type and size

Objective and Expected Results: The storm sewer mapping will be a critical element of the IDDE (BMP 3.2) and structural BMP maintenance (BMP 5.2) programs. Accurate and up-to-date mapping will be necessary for these programs to succeed.

Implementation Schedule: The City will develop the storm sewer mapping by the end of the 3rd year of the permit cycle (June 30, 2016). Maintenance of the mapping will be ongoing after this. Engineering will be responsible for developing and maintaining the sewer mapping using GIS.

Method to Determine Effectiveness: The City will track the number of storm structures mapped. The annual report will include these numbers.

Responsible Department: Engineering

BMP – 3.4 SPCC Training

The City will continue to provide personnel with spill prevention control and countermeasure training. The plan specifies material handling procedures and storage requirements, and identifies spill cleanup procedures for areas and processes in which spills may potentially occur.

Objective and Expected Results: The SPCC training attempts to standardize process operating procedures and employee training toward the goal of minimizing accidental pollutant release that could contaminate stormwater runoff.

Implementation Schedule: The SPCC training is a current policy that will continue to be implemented throughout the permit cycle. Each department (Engineering, Public Works, Parks & Recreation, and Fire Department) will continue to be responsible for their departmental SPCC training.

Method to Determine Effectiveness: The City will track the number of personal trained. The annual report will include this number.

Responsible Department: Engineering, Parks & Recreation, Public Works, and Fire Department

Minimum Control Measure 3 – Illicit Discharge Detection and Elimination

Strategies	Permit Year	Tracking (per year)
BMP - 3.1 Hazardous Waste Collection Day	1 through 5	Number of city vehicles
BMP - 3.2 IDDE Detection Program	3 through 5	Number of ID detected and enforcement actions
BMP - 3.3 Mapping of Stormwater Network	3 through 5	Number of structures mapped
BMP - 3.4 SPCC Training	1 through 5	Number of personnel trained

Minimum Control Measure 4 – Construction Site Runoff Control

Uncontrolled stormwater runoff from construction sites can significantly impact rivers, lakes, and estuaries. Sediment is the main pollutant of concern leaving a construction site. However, there are also other pollutants that commonly discharge from construction sites; including fertilizer, pesticides, oil and grease, concrete truck washout, and construction debris. The construction site stormwater runoff control (CSSRC) BMP will be developed to significantly reduce or eliminate construction site pollutants from entering the local water bodies.

BMP – 4.1 Erosion and Sediment Control Program

The City administers an existing program that applies to large sites as well as single family home construction. The Engineering Department reviews site plans and performs site inspections. Any commercial site and any disturbance over 10,000 square feet require an erosion and sediment control plan to be submitted and approved. Additionally, disturbances under 10,000 square feet that are part of a common plan require an agreement in lieu. The City issues a land-disturbance permit prior to any land disturbance taking place. A pre-construction meeting is held to discuss E&S controls and to review the plan. A City E&S control inspector also makes site visits and approves the initial controls installed. The program is enforceable through the City Code (Chapter 13.14 Enforcement and Miscellaneous). The City has one certified ESC Program Administrator, one certified ESC inspectors, and one ESC certified plan reviewers.

Objective and Expected Results: The City's erosion and sediment control program is in place to prevent adverse impacts from erosion and sedimentation from all construction sites.

Implementation Schedule: The ESC program is existing and will continue to be implemented throughout the permit cycle. Engineering will continue to be responsible for the ESC Program.

Method to Determine Effectiveness: A number of parameters will be tracked pertaining to the ECS program including number of land disturbing activities, acres of land disturbed, number of inspections, and enforcement actions. The annual report will include these values.

Responsible Department: Engineering

BMP – 4.2 Require VSMP Permits

The City anticipates becoming a VSMP Authority, responsible for administration of our local VSMP Program in accordance with Commonwealth of Virginia regulations. Subsequent to that date, the City will require a VSMP permit for disturbances of 1 acre or greater, and disturbances less than 1 acre and part of a common plan of development 1 acre or greater. Evidence of permit coverage from DEQ will be required prior to any land disturbance taking place.

Objective and Expected Results: The City will adhere to current Commonwealth of Virginia regulations with regard to the VSMP permitting to prevent adverse impacts of urban stormwater runoff.

Implementation Schedule: The City of Waynesboro will implement local VSMP Program administration in accordance with Commonwealth of Virginia regulations and will continue to require applicable VSMP requirements be instituted throughout the permit cycle. The City will implement changes to their local ordinances to comply with modifications to the VSMP permitting regulations. Engineering will be responsible for verifying VSMP permit compliance.

Method to Determine Effectiveness: The total number of permits, inspections, enforcement actions, exemptions applied for, and exemptions granted will be tracked. The annual report will include these values.

Responsible Department: Engineering

Minimum Control Measure 4 – Construction Site Runoff Control

Strategies	Permit Year	Tracking (per year)
BMP - 4.1 Erosion and Sediment Control Program	ongoing	Number of land disturbance activities, acres, inspections, and enforcement actions
BMP - 4.2 Require VSMP Permits	ongoing	Number of permits, inspections, enforcement actions, exemptions

Minimum Control Measure 5 – Post-Construction Runoff Control

Post-construction stormwater impacts are increases in the type and quantity of pollutants entering the receiving streams. An increase in the quantity of runoff can cause stream bank scouring and downstream flooding. Implementing a combination of structural and non-structural BMPs can reduce the water quality effects of increased impervious areas and are crucial elements of MS4 programs. Procedures need to be developed and implemented to inspect and maintain all permanent structural BMPs for both City and privately maintained facilities.

BMP – 5.1 Structural BMP Maintenance

The City will develop a program to ensure proper maintenance of all City-owned structural BMPs. The City will continue to require a maintenance agreement for any new privately owned structural BMP. The City will also encourage owners of private structural BMPs without agreements to acquire the maintenance agreement.

Objective and Expected Results: By developing the BMP maintenance program the City will ensure BMPs are performing optimally and are minimizing adverse impacts to state waters.

Implementation Schedule: The BMP maintenance program will be completed by the end of the 2nd year of the permit cycle (June 30, 2015). The development of the program will be a joint effort between Engineering and Public Works. Public Works will be responsible for the actual maintenance of all City-owned structural BMPs. Engineering will be responsible for documenting new privately owned BMP agreements.

Method to Determine Effectiveness: The City will track the total number of new BMP agreements. The annual report will include this number.

Responsible Department: Engineering

BMP – 5.2 Structural BMP Inspection

The City will develop a program to inspect structural BMPs within the City. The existing maintenance agreements require property owners of private BMPs to inspect, maintain, and submit a report to the City. This report will be standardized and available on the stormwater webpage. The City will also inspect private BMPs once every 5 years. City-owned BMPs will be inspected annually per the program described in BMP 5.1.

Objective and Expected Results: By developing the BMP inspection program the City will ensure BMPs are performing optimally and achieving design pollutant reduction.

Implementation Schedule: The BMP inspection program will be developed and implemented by the end of the 3rd year of the permit cycle (June 30, 2016). Engineering will be responsible for implementing the programs and performing the inspections.

Method to Determine Effectiveness: The City will track the total number of private BMP inspection reports submitted, the total number of BMP inspections completed by City personnel, and document the number of enforcement actions, what action was taken, and when maintenance was completed. The annual report will include these numbers.

Responsible Department: Engineering

BMP – 5.3 Structural BMP Database

The development of a structural BMP database will be instrumental in implementing BMP 5.1 and BMP 5.2. The BMP database will include the type of BMP, ownership, location, date brought online, HUC code, receiving waters, if receiving waterway is impaired, if maintenance agreement exists, number of acres treated, and most recent inspection.

Objective and Expected Results: Once complied, the database will be used to track BMP inspection and maintenance to ensure proper operability of BMPs is achieved.

Implementation Schedule: The BMP database will be completed by the end of the 3rd year of the permit cycle (June 30, 2016). Engineering will be responsible for compiling and maintaining the database.

Method to Determine Effectiveness: The City will include the BMP database in the annual report.

Responsible Department: Engineering

Minimum Control Measure 5 – Post-Construction Site Runoff Control

Strategies	Permit Year	Tracking (per year)
BMP - 5.1 Structural BMP Maintenance	2 through 5	Number of new agreements
BMP - 5.2 Structural BMP Inspection	3 through 5	Number of private inspection reports, number of public inspection reports, enforcement actions
BMP - 5.3 Structural BMP Database	3 through 5	BMP database development, BMPs updated

Minimum Control Measure 6 – Pollution Prevention/Good Housekeeping

The Pollution Prevention/Good Housekeeping BMPs allow the City to examine and alter their own actions in an effort to reduce the amount of pollutant that collects on streets, parking lots, and open spaces as a result of runoff from vehicle maintenance areas and poor stormwater maintenance.

BMP – 6.1 Street Sweeping

The City will continue its current program of regular street sweeping based on the availability of funding and area of specific need. During this permit cycle a programmatic and prioritized program of street sweeping will be developed and implemented

Objective and Expected Results: The street sweeping program will reduce the adverse effects that pollutants found on public roads have on receiving waters.

Implementation Schedule: Public works will continue the ongoing street sweeping activities. Prioritized program development will be finished by the end of the 3rd year of the permit cycle (June 30, 2016) with implementation to begin in year 4.

Method to Determine Effectiveness: The City will track the number of road miles swept. The annual report will include these numbers.

Responsible Department: Public Works

BMP – 6.2 Pollution Prevention Training

City departments of Engineering, Public Works, Parks & Recreation, and Fire Department, will continue its pollution prevention training to its employees. Regular safety committee meetings will incorporate environmental protection into the agenda as part of Public Works' environmental management systems program.

Objective and Expected Results: The pollution prevention training empowers employees with the knowledge and operating procedures to minimize accidental pollutant release that could contaminate stormwater runoff. Through this training, employees realize environmental stewardship has many far reaching benefits.

Implementation Schedule: The pollution prevention training is a current policy that will continue to be implemented throughout the permit cycle. Each department (Engineering, Public Works, Parks & Recreation, and Fire Department) will continue to be responsible for their departmental pollution prevention training.

Method to Determine Effectiveness: The City will track the number of personal trained. The annual report will include this number.

Responsible Department: Engineering, Parks & Recreation, Public Works, Fire Department

BMP – 6.3 Yard Debris Collection Program

The City will continue its yard debris collection program. Residents are asked to rake leaves to the curb each fall where Public Works crews vacuum them up for composting. Usually each area of the city will have two specific periods for leaf collection. Leaves may be bagged and, in limited numbers, put out with regular refuse. Ordinances will be developed to identify proper yard disposal locations and establish enforcement actions for improperly disposed of yard debris.

Objective and Expected Results: By collecting and composting yard waste the City is reducing the amount of gross discards that would otherwise end up in streams.

Implementation Schedule: The City will continue to administer the program throughout the permit cycle. During the initial 3 years the City will actively educate citizen on proper disposal techniques. New disposal ordinances will be developed by the end of the 4th year of the permit cycle (June 30, 2017).

Method to Determine Effectiveness: The City will track the total number of cubic yards and loads of debris collected. The annual report will include these numbers.

Responsible Department: Public Works

BMP – 6.4 Vehicle Wash Program

The City will develop and implement a vehicle washing program to ensure that pollutants from vehicle wash runoff is prevented from entering the stormwater system to the maximum extent practical.

Objective and Expected Results: This program will be developed to prevent pollutants from vehicle wash-down entering into the stormwater system.

Implementation Schedule: Development of the vehicle wash program will be completed by the end of the 4th permit year (June 30, 2017) with implementation to begin in year 5.

Method to Determine Effectiveness: The City will track the total number of vehicles washed. The annual report will include this number.

Responsible Department: Engineering, Parks & Recreation, Fire Department

BMP – 6.5 Storm Sewer Inspections and Maintenance

The City will develop a programmatic storm sewer inspection and maintenance program. The program will include expected routine maintenance and non-routine (repair) maintenance.

Objective and Expected Results: The storm sewer inspection and maintenance program will ensure the storm sewer system is in good working order.

Implementation Schedule: The program will be developed by the end of the 4th year of the permit cycle (June 30, 2017). Engineering and Public Works will be responsible for developing and implementing the program.

Method to Determine Effectiveness: The City will document the number of storm structures and linear feet of storm sewer inspected. The annual report will include these numbers.

Responsible Department: Public Works

BMP – 6.6 Develop SWPPP for Required City Facility

The City will identify high priority City facilities, and develop and implement SWPPPs for each high priority facility.

Objective and Expected Results: These documents will provide guidance to prevent and reduce pollutant runoff from municipal operations.

Implementation Schedule: The city will identify the high priority facilities, and will develop and the SWPPPs by the end 4th year of the permit cycle (June 30, 2017). Implementation of the SWPPP will begin during the 5th year of the permit cycle.

Method to Determine Effectiveness: Producing the required SWPPPs. The annual report will include the total number of completed SWPPPs.

Responsible Department: Engineering and Parks & Recreation

BMP – 6.7 Develop Nutrient Management Plan (NMP) for Required City Sites

The City will identify sites over 1 acre that require an NMP. Once identified, an NMP will be developed and implemented for each site.

Objective and Expected Results: The developed NMP will define the amount, source, placement, form, and timing of the application of nutrients and soil amendments to ensure optimal management.

Implementation Schedule: The City will identify the sites that require Nutrient Management Plans and will develop and implement the NMPs by the end of the 5th year of the permit cycle (June 30, 2018).

Method to Determine Effectiveness: Producing the required NMP. The annual report will include the total number of completed NMPs.

Responsible Department: Parks & Recreation

Minimum Control Measure 6 – Pollution Prevention/Good Housekeeping

Strategies	Permit Year	Tracking (per year)
BMP - 6.1 Street Sweeping	1 through 5	Number miles and tons of debris
BMP - 6.2 Pollution Prevention Training	1 through 5	Number of employees
BMP - 6.3 Yard Debris Collection Program	1 through 5	Cubic yards, number of loads
BMP - 6.4 Dedicated Vehicle Wash Facility	4	Number of vehicles washed
BMP - 6.5 Storm Sewer Inspection and Maintenance	4	Number of structures, linear feet of line inspected
BMP - 6.6 Develop SWPPP for Required City Facility	4	Development of required plans
BMP - 6.7 Develop NMP for City Sites	5	Development of plans

Chesapeake Bay TMDL

In December of 2010, the United States Environmental Protection Agency established a total maximum daily load (TMDL), or “Pollution Diet”, to limit the amount of phosphorus, nitrogen, and sediments that can be released into the streams, creeks, and rivers that feed the Chesapeake Bay. These measures were established as an effort to improve the water quality of the Bay and to return it to a swimmable and fishable state. The Bay TMDL limits were divided into smaller TMDLs that were assigned to drainage basins across six states including Virginia. To respond to the TMDL, the Commonwealth of Virginia committed to a phased approach to implementation for MS4 programs. The phased approach for existing MS4 communities (MS4 communities established prior to 2013) includes a requirement to meet a reduction goal of 5% during the current 5-year MS4 Permit Cycle. New MS4 programs, including the City of Waynesboro, are required to develop a Chesapeake Bay TMDL Action Plan during the first MS4 Permit Cycle and submit the Action Plan with the registration statement for the second permit cycle.

Objective and Expected Results: The development of a Chesapeake Bay TMDL Action Plan that will provide implementation guidelines and a program of management practices that will facilitate compliance with the condition of future permits.

Implementation Schedule: The City will submit the TMDL Action Plan with the registration statement for the second permit cycle (July 1, 2018 - June 30, 2023) by the end of this permit cycle (2018).

Responsible Parties

The departments of responsibility for implementation of MS4 program elements are included in BMP descriptions above. Contact information for each responsible party is located below:

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Program Management

Engineering Division

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Department of Parks & Recreation

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Department of Public Works

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