

**MS4 Program Plan
Updated 5/1/2019**

Department of Juvenile Justice - Consolidated MS4s at Bon Air (VAR040128)

Permit Date: November 1, 2013 (permit cycle 2018-2023)

The following plan is an update to the previous program plan to meet the revised MS4 permit for the 2018-2023 cycle.

Minimum Control Measure No. 1: Public Education and Outreach on Storm Water Impacts

Permit Requirements	Proposed BMP (from permit)	Elements of BMP (method of compliance)	Measurable Goals	Implementation Schedule	Responsible Department
1.f - The MS4 Program Plan shall include:	(1) A list of the high-priority stormwater issues the permittee will communicate to the public as part of the public education and outreach program;	Identify three high-priority water quality issues	Three high-priority water quality issues identified: litter, facilities operations, and illicit discharges	Complete	CO
	(2) The rationale for selection of each high-priority stormwater issue and an explanation of how each education and outreach strategy is intended to have a positive impact on stormwater discharges;	Identify rationale	All three issues are evident at the facility and can be positively affected by changes in staff behavior.	Complete	CO
	(3) Identification of the public audience to receive each high-priority stormwater message;	Identify public audience	DJJ Bon Air is a correctional education institution. The residents are in a custodial situation which prevents their ability to effect stormwater issues. The staff (200 total, including 21 O&M staff) are the target population audience identified.	Complete	CO
	(4) The strategies from Table 1 of Part 1 E 1 d to be used to communicate each high-priority stormwater message; and	Identify strategies	The program will utilize the following strategies from Table 1: electronic media and training materials. The program will continue to evaluate additional strategies from Table 1.	Complete	CO
	(5) The anticipated time periods the message will be communicated or made available to the public.	Identify time periods	Activities will start in July 2019 with an anticipated 12 month duration.	Ongoing	CO

Department of Juvenile Justice - Consolidated MS4s at Bon Air (VAR040128)

Minimum Control Measure No. 2: Public Involvement/Participation

Permit requirements	Proposed BMP (from permit)	Elements of BMP (method of compliance)	Measurable Goals	Implementation Schedule	Responsible Department
<p>2. e. - The MS4 program plan shall include:</p>	<p>(1) The webpage address where mechanisms for the public to report (i) potential illicit discharges, improper disposal, or spills to the MS4, (ii) complaints regarding land disturbing activities, or (iii) other potential stormwater pollution concerns;</p>	<p>Identify the website address</p>	<p>Website: http://www.djj.virginia.gov/pages/admin/capital-outlay.htm</p>	<p>Complete</p>	<p>CO</p>
	<p>(2) The webpage address that contains the methods for how the public can provide input on the permittee's MS4 program; and</p>			<p>Complete</p>	<p>CO</p>
	<p>(3) A description of the public involvement activities to be implemented by the permittee, the anticipated time period the activities will occur, and a metric for each activity to determine if the activity is beneficial to water quality. An example of metrics may include the weight of trash collected from a stream cleanup, the number of participants in a hazardous waste collection event, etc.</p>	<p>Describe the public involvement activities, anticipated time period, and metric</p>	<p>The required information can be found in the latest Annual Report</p>	<p>Complete</p>	<p>CO</p>

CO - Capital Outlay Unit of DJJ Administration & Finance Division

Department of Juvenile Justice - Consolidated MS4s at Bon Air (VAR040128)

Minimum Control Measure No. 3: Illicit Discharge Detection and Elimination

Permit Requirements	Proposed BMP (from permit)	Elements of BMP (method of compliance)	Measurable Goals	Implementation Schedule	Responsible Department
3.d - The MS4 program plan shall include:	(1) The MS4 map and information table required by Part I E 3 a. The map and information table may be incorporated into the MS4 program plan by reference. The map shall be made available to the department within 14 days upon request;	Incorporate the MS4 map and information table into the program plan and provide a link.	Website: http://www.djj.virginia.gov/pages/admin/capital-outlay.htm	Complete	CO
	(2) Copies of written notifications of new physical interconnections given by the permittee to other MS4s;	Provide copies of notifications	No written notifications provided to DJJ Bon Air	Complete	CO
	(3) The IDDE procedures described in Part I E 3 c.	Provide IDDE procedures	See attached. Other procedures include Chesterfield County ordinance Section 8-36b and the Virginia Plumbing Code.	Complete	CO

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Department of Juvenile Justice - Consolidated MS4s at Bon Air (VAR040128)

Minimum Control Measure No. 4: Construction Site Stormwater Runoff Control

Permit Requirements	Proposed BMP (from permit)	Elements of BMP (method of compliance)	Measurable Goals	Implementation Schedule	Responsible Department
4.c - The permittee's MS4 program plan shall include:	(1) If the permittee implements a construction site stormwater runoff control program in accordance with Part I E 4 a (1), the local ordinance citations for the VESCP program;	DJJ Bon Air does not fall into this category	N/A	N/A	N/A
	(2) If the permittee implements a construction site stormwater runoff control program in accordance with Part I E 4 a (3): (a) The most recently approved standards and specifications or if incorporated by reference, the location where the standards and specifications can be viewed; and (b) A copy of the most recent standards and specifications approval letter from the department;	DJJ Bon Air does not fall into this category	N/A	N/A	N/A
	(3) A description of the legal authorities utilized to ensure compliance with Part I E 4 a to control construction site stormwater runoff control such as ordinances, permits, orders, specific contract language, policies, and interjurisdictional agreements;	Provide a list of legal authorities	DEQ & DJJ approved project drawings & specifications. DJJ will add language to design and construction contracts to strengthen legal authorities.	Ongoing	CO
	(4) Written inspection procedures to ensure the erosion and sediment controls are properly implemented and all associated documents utilized during inspection including the inspection schedule;	Provide a list of inspection procedures and frequency	Inspection procedures are in development. In the last 12 months, there have been only utility projects which have not required significant ESC controls.	Ongoing	CO
	(5) Written procedures for requiring compliance through corrective action or enforcement action to the extent allowable under federal, state, or local law, regulation, ordinance, or other legal mechanisms	Provide a legal mechanism for compliance	If the Contractor fails to comply with the listed legal authorities, DJJ Bon Air can take a variety of actions from withholding payment to terminating the contract.	Complete	CO
	(6) The roles and responsibilities of each of the permittee's departments, divisions, or subdivisions in implementing the construction site stormwater runoff control requirements in Part I E 4.	List the roles and responsibilities	DJJ, Capital Outlay is responsible for all roles and responsibilities in Part I E 4.	Ongoing	CO

CO - Capital Outlay Unit of DJJ Administration & Finance Division

Department of Juvenile Justice - Consolidated MS4s at Bon Air (VAR040128)

Minimum Control Measure No. 5: Post-Construction Stormwater Management in New Development and Redevelopment

Permit Requirements	Proposed BMP (from permit)	Elements of BMP (method of compliance)	Measurable Goals	Implementation Schedule	Responsible Department
5.h. - The MS4 program plan shall include:	(1) If the permittee implements a VSMP in accordance with Part I E 5 a (1) and (2): (a) A copy of the VSMP approval letter issued by the department; (b) Written inspection procedures and all associated documents utilized in the inspection of privately owned stormwater management facilities; and	N/A, DJJ Bon Air does not implement a VSMP	N/A	N/A	N/A
	(2) If the permittee implements a post-development stormwater runoff control program in accordance with Part I E 5 a (3): (a) The most recently approved standards and specifications or if incorporated by reference, the location where the standards and specifications can be viewed; and (b) A copy of the most recent standards and specifications approval letter from the department.	N/A, DJJ Bon Air does not implement Annual Standards	N/A	N/A	N/A
	(3) A description of the legal authorities utilized to ensure compliance with Part I E 5 a for post-construction stormwater runoff control such as ordinances (provide citation as appropriate), permits, orders, specific contract language, and interjurisdictional agreements;	Provide a list of legal authorities	DJJ Bon Air owns the two BMPs at the facility. The MS4 Program Plan requires annual BMP inspections.	Complete	CO
	(4) Written inspection procedures and all associated documents utilized during inspection of stormwater management facilities owned or operated by the permittee;	Provide BMP inspection procedures	See attached BMP inspection forms	Complete	CO
	(5) The roles and responsibilities of each of the permittee's departments, divisions, or subdivisions in implementing the post-construction stormwater runoff control program; and	Provide roles and responsibilities	DJJ, Capital Outlay is responsible for all roles and responsibilities in implementing post-construction stormwater runoff control	Complete	CO
	(6) The stormwater management facility spreadsheet or database incorporated by reference and the location or webpage address where the spreadsheet or database can be reviewed.	Provide location of stormwater BMP database and incorporate by reference	See attached BMP database	Complete	CO

CO - Capital Outlay Unit of DJJ Administration & Finance Division

Minimum Control Measure No. 6: Pollution Prevention/Good Housekeeping for Facility Operations

Permit Requirements	Proposed BMP (from permit)	Elements of BMP (method of compliance)	Measurable Goals	Implementation Schedule	Responsible Department
<p>6.p. - The MS4 program plan shall include:</p>	<p>(1) The written procedures for the operations and maintenance activities as required by Part I E 6 a;</p>	<p>Provide procedures for operations and maintenance activities</p>	<p>Operations and maintenance activities at DJJ Bon Air are limited. There is no road, street, and parking lot maintenance; or application, storage, transport, and disposal of pesticides, herbicides, and fertilizers. Equipment maintenance is limited and takes place under roof. This will continue to be reviewed and stormwater specific onsite training will be provided by the operator's consultant (Draper Aden Associates).</p>	<p>Ongoing</p>	<p>CO</p>
	<p>(2) A list of all high-priority facilities owned or operated by the permittee required in accordance with Part I E 6 c, and whether or not the facility has a high potential to discharge;</p>	<p>Provide list of high-priority facilities</p>	<p>There are no high-priority facilities with a high potential of discharging pollutants in accordance with Part I E 6 c</p>	<p>Complete</p>	<p>CO</p>
	<p>(3) A list of lands for which turf and landscape nutrient management plans are required in accordance with Part I E 6 i and j, including the following information: (a)The total acreage on which nutrients are applied; (b)The date of the most recently approved nutrient management plan for the property; and (c)The location in which the individual turf and landscape nutrient management plan is located;</p>	<p>List required information</p>	<p>There are no areas where fertilizer is applied, therefore there are no areas which require a nutrient management plan</p>	<p>Complete</p>	<p>CO</p>
	<p>(4) A summary of mechanisms the permittee uses to ensure contractors working on behalf of the permittees implement the necessary good housekeeping and pollution prevention procedures, and stormwater pollution plans as appropriate; and</p>	<p>Determine if there any contractors for which this would apply</p>	<p>There are no contractor to which this applies</p>	<p>Complete</p>	<p>CO</p>
	<p>(5) The written training plan as required in Part I E 6 m.</p>	<p>Provide written training plan</p>	<p>Training documents will be developed for all the applicable items in Part I E 6 m: (1) reporting illicit discharges an, (3) good housekeeping</p>	<p>Ongoing</p>	<p>CO</p>

CO - Capital Outlay Unit of DJJ Administration & Finance Division

DJJ Bon Air

Illicit Discharge Investigation Checklist

The purpose of this checklist is to provide a procedure for DJJ Bon Air Facilities staff to follow in case of an illicit discharge to the storm sewer to determine the source and prevent further illicit discharges

The MS4 Permit allows only the following sources to enter the storm sewer:

- Runoff from rainfall events;
- Water line flushing;
- Landscape irrigation;
- Diverted stream flows;
- Rising ground waters;
- Uncontaminated ground water infiltration (as defined at 40 CFR Part 35.2005(20));
- Uncontaminated pumped ground water;
- Discharges from potable water sources;
- Foundation drains;
- Air conditioning condensation;
- Irrigation water;
- Springs;
- Water from crawl space pumps;
- Footing drains;
- Lawn watering;
- Individual residential car washing;
- Flows from riparian habitats and wetlands;
- Dechlorinated swimming pool discharges;
- Street wash water;
- Discharges or flow from from firefighting activities

The presence of any other substance in a storm sewer is evidence of an illicit discharge

Common illicit discharges are:

Sanitary sewage, petroleum products, food oils & greases, cleaning products, paint, sediment, grass clippings, and trash.

If you believe an illicit discharge has occurred, complete the following checklist:

Date Detected

Time Detected

Outfall Number

Obtain numbers from Outfall Map

Sample obtained

Yes or no

Photos taken

Yes or no

Days since significant rainfall

Amount

(ex. 100 gallons, less than 5 gallons)

Color

(ex. Clear, red)

Odor

(ex. Gasoline, sewage)

Dead Vegetation

(ex. A couple of plants, 100 sf)

**Substance &
Likely Source**

(ex. Fuel spill from tank filling, oil dumped in storm inlet by unknown persons)

Further Action

(ex. Sampling & testing of material, DEQ notified)

**DJJ Bon Air
Stormwater Management Facility (SMF) Inspection Form
Inspections to be conducted annually**

**BMP #1
Type Detention - Quantity Only**

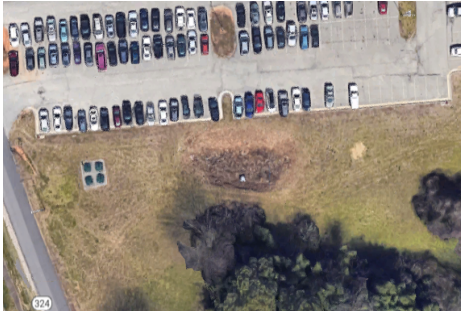


Inspection Date:

	Yes	No	
Vegetation			If "no" is checked, corrective action is required as indicated: Cut trees and shrubs at grade Fill eroded areas and re-seed
Banks and bottom are free of trees and shrubs	<input type="checkbox"/>	<input type="checkbox"/>	
Banks and bottoms have good growth of grass with no eroded areas	<input type="checkbox"/>	<input type="checkbox"/>	
Sediment			Remove sediment with shovel, larger amounts may require equipment Inspect contributing drainage area and correct any sources of sediment
No accumulated sediment or minor amounts (less than 20 gallons)	<input type="checkbox"/>	<input type="checkbox"/>	
Outlet Structure			Remove debris and obstructions to allow water to drain freely Remove debris
Outlet orifice clear of debris and obstructions	<input type="checkbox"/>	<input type="checkbox"/>	
Top grate clear of debris	<input type="checkbox"/>	<input type="checkbox"/>	
Trash			Remove trash
No trash (water bottles, plastic bags, etc.) in basin	<input type="checkbox"/>	<input type="checkbox"/>	

**DJJ Bon Air
Stormwater Management Facility (SMF) Inspection Form
Inspections to be conducted annually**

**BMP #2
Type Extended Detention - dry**



	Yes	No	
Vegetation			
Banks and bottom are free of trees and shrubs	<input type="checkbox"/>	<input type="checkbox"/>	Cut trees and shrubs at grade
Banks and bottoms have good growth of grass with no eroded areas	<input type="checkbox"/>	<input type="checkbox"/>	Fill eroded areas and re-seed
Sediment			
No accumulated sediment or minor amounts (less than 20 gallons)	<input type="checkbox"/>	<input type="checkbox"/>	Remove sediment with shovel, larger amounts may require equipment Inspect contributing drainage area and correct any sources of sediment
Outlet Structure			
Outlet orifice clear of debris and obstructions	<input type="checkbox"/>	<input type="checkbox"/>	Remove debris and obstructions to allow water to drain freely
Top grate clear of debris	<input type="checkbox"/>	<input type="checkbox"/>	Remove debris
Trash			
No trash (water bottles, plastic bags, etc.) in basin	<input type="checkbox"/>	<input type="checkbox"/>	Remove trash

If "no" is checked, corrective action is required as indicated:

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Existing Stormwater BMPs

BMP Name	BMP Type	Location	Number of Acres Treated	Date Brought Online	HUC (6th Order)	Impaired Water (If Applicable)	Ownership	Date of Last Inspection	Total Number of Inspections Completed
Medium Security Facility Basin	Detention, quantity only	Approximately 70 feet north of Chatsworth Ave, directly across from Medium Security Facility	10.8 Ac total, 4.0 Ac impervious	3/15/1996	Powwhite Creek - 020802050607	None	Operator Owned	9/6/2018	1
Parking Lot Basin	Detention for quality & quantity	Approximately 160 feet north of Chatsworth Ave, directly across from Keller Cottage	1.4 Ac total, 1.0 Ac impervious	5/15/1997	Powwhite Creek - 020802050607	None	Operator Owned	9/6/2018	1