

## MS4 Program Plan

### Department of Juvenile Justice - Consolidated MS4s at Bon Air

The following plan provides an initial MS4 Program Plan framework. During the course of accomplishing the tasks in this framework, DJJ accordance with Table 1 of the MS4 Permit. Compliance with the first milestone (5%) of the Chesapeake Bay TMDL is due 8/21/2018.

Permit Date: April 18, 2014

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

Permit Requirements	Proposed BMP	Elements of BMP	Measurable Goals	Preliminary Implementation Schedule	Preliminary Responsible Department
<b>1.a - Continue to implement the public education and outreach program</b>	Develop outreach strategy	See below	See below	See below	See below
<b>1.b-f - Public education and outreach programs and initiatives - due 8/21/2014</b>	Develop outreach strategy	Identify three high-priority water quality issues	Three high-priority water quality issues identified	6/1/2014	CO
		Identify and estimate target population size	Target population identified and size estimated	6/1/2014	CO
		Develop relevant messages and means of communication	Relevant messages developed	6/1/2014	CO
		Provide for public participation in development of education and outreach	Means of public participation identified	6/1/2014	CO
<b>1.g - Annual reporting requirements - first report due 10/1/2014</b>	Document results of workshop and commitments to further action	Prepare documentation to be included in annual report	Documentation prepared	9/1/2015	CO

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**Minimum Control Measure No. 2: Public Involvement/Participation**

<b>Permit requirements</b>	<b>Proposed BMP</b>	<b>Elements of BMP</b>	<b>Measurable Goals</b>	<b>Preliminary Implementation Schedule</b>	<b>Preliminary Responsible Department</b>
<b>2.a. - Public involvement</b>	Develop public involvement strategy	Develop procedures to solicit and public input to the development of the MS4 Program Plan	Procedures developed and recorded	8/1/2014	CO
	Post MS4 Program Plan to website	Post initial MS4 Program Plan (this document) to DJJ website	Document posted within 30 days of submittal of registration statement	3/10/2014	CO
	Post MS4 annual reports to website	Identify procedures and contact for posting to DJJ website	Procedures and contact identified	11/1/2014	CO
<b>2.b. - Public participation</b>	Develop public participation strategy	Identify a minimum of four local activities	Four activities identified	8/1/2014	CO
<b>2.c. - Written procedures</b>	Develop written procedures for implementing program	Prepare documentation to be included in annual report	Documentation prepared	8/1/2015	CO

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

Permit Requirements	Proposed BMP	Elements of BMP	Measurable Goals	Preliminary Implementation Schedule	Preliminary Responsible Department
<b>3.a - Storm sewer system mapping and information table - due 8/21/2017</b>	Survey existing storm sewer	Map to include: location of all outfalls, outfall identifiers, name and location of receiving waters & name and location of all receiving waters	Develop completed map	6/1/2014	Draper Aden Associates (consultant)
		Information table to include for each outfall: identifier, estimate MS4 acreage served, name of receiving water with impairment status, & name of TMDLs.	Assign outfall identifiers	6/1/2014	Draper Aden Associates (consultant)
<b>3.b - Prohibition of Non-stormwater Discharges - due 8/21/2014</b>	Create or locate existing written documentation to prohibit nonstormwater discharges to the storm sewer.	Create written documentation summarizing existing applicable documentation and, if required, the schedule for making necessary revisions.	Written documentation created	6/1/2014	CO
<b>3.c - Develop, implement, and update written procedures to detect, identify, and address unauthorized nonstormwater discharges, including illegal dumping, to the MS4 - due 8/21/2014</b>	Dry weather field screening procedures	Develop written procedures	Written documentation created	6/1/2014	CO
		Conduct outfall screenings	All outfalls screened	6/1/2014	CO
	Procedures to locate source of any observed continuous or intermittent nonstormwater discharge	Maintain inspection program that includes all stormwater outfalls. Inspectors use visual observation, odors and other indicators to identify potential illicit discharges.	Written documentation created	6/1/2014	CO
<b>3.d - Promote, publicize, and facilitate reporting of illicit discharges into or from MS4 - due 8/21/2014</b>	Existing spill reporting procedures	Identify existing spill reporting procedures	Written documentation created	6/1/2014	CO
<b>3.e &amp; f - MS4 Program Plan &amp; annual reporting first report due 10/1/2014</b>	Document results of workshop and commitments to further action	Prepare documentation to be included in annual report	Documentation prepared	9/1/2015	CO

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

<b>Permit Requirements</b>	<b>Proposed BMP</b>	<b>Elements of BMP</b>	<b>Measurable Goals</b>	<b>Preliminary Implementation Schedule</b>	<b>Preliminary Responsible Department</b>
<b>4.a - Applicable oversight requirements</b>	Address post-construction stormwater that enters MS4 from construction	Ensure compliance with DEQ ESC design requirements for all proposed projects over 2,500 sf of disturbance	Include language in all project RFPs for design services	ongoing	CO
<b>4.b - Required plan approval prior to commencement of land disturbance activity</b>	Ensure that land disturbance does not begin until an ESC plan is approved	Plan review and approval is by DEQ	Include language in all project RFPs for design services to require A/E to obtain required approvals	ongoing	CO
<b>4.c - Compliance and enforcement</b>	Inspect land-disturbing activities for compliance with approved ESC plan	Inspect land-disturbing projects upon initial installation of ESC measures, at least once during every two-week period, within 48-hours of runoff-producing storm event, and upon completion of the project	Review E&S inspection procedures	ongoing	CO
		Ensure ESC inspector holds current DEQ ESC certification			CO
		Document inspections, findings of deficiencies, and corrective actions taken by contractor.			CO
<b>4.d - Regulatory coordination</b>	Implement enforceable procedures to require that construction activities secure necessary state permits.	Create written procedures	Create written procedures	8/1/2014	CO

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

<b>Permit Requirements</b>	<b>Proposed BMP</b>	<b>Elements of BMP</b>	<b>Measurable Goals</b>	<b>Preliminary Implementation Schedule</b>	<b>Preliminary Responsible Department</b>
<b>4.e - MS4 Program requirements</b>	MS4 Program Plan to include: description of legal authorities, written plan review procedures, written inspection procedures,	Revise MS4 Program Plan	Revise MS4 Program Plan	8/1/2014	CO
<b>4.f - Reporting requirements - first report due 10/1/2014</b>	Document results of workshop and commitments to further action	Prepare documentation to be included in annual report	Documentation prepared	9/1/2015	CO

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

Permit Requirements	Proposed BMP	Elements of BMP	Measurable Goals	Preliminary Implementation Schedule	Preliminary Responsible Department
<b>5.a - Applicable oversight requirements - due 8/21/2014</b>	Address post-construction stormwater that enters MS4 from construction	Ensure compliance with DEQ stormwater design requirements for all proposed projects over 2,500 sf of disturbance	Include language in all project RFPs for design services	ongoing	CO
<b>5.b - Required design criteria for stormwater runoff controls - due 8/21/2014</b>	Utilize specific contract language to require project design to comply	Ensure compliance with DEQ stormwater design requirements for all proposed projects over 2,500 sf of disturbance	Include language in all project RFPs for design services	ongoing	CO
		Ensure that all proposed projects obtain coverage under VSMP General Construction Permit	Include language in all project RFPs for construction services	ongoing	CO
<b>5.c - Inspection, operation, and maintenance verification of stormwater management facilities - due 8/21/2014</b>	Provide for adequate long-term operation and maintenance of structural stormwater BMPs	Create written inspection procedures	Written procedures	6/1/2014	CO
		Inspect existing BMPs	BMPs inspected and written reports created	6/1/2014	CO
<b>5.d - MS4 Program Plan requirements - due 8/21/2014</b>	Create MS4 Program Plan	MS4 Program Plan to include list of legal authorities, written policies and procedures, inspection and maintenance policies, and roles and responsibilities	MS4 Program Pplan created	6/1/2014	CO
<b>5.e - Stormwater management facility tracking and reporting requirements - due 8/21/2014</b>	Maintain an electronic database of all stormwater management facilities	Create electronic database with existing BMPs to include type, location, acres treated (total and impervious), date brought online, HUC, impaired water segments, and last inspection and maintenance dates	Electronic database created	6/1/2015	CO

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

Permit Requirements	Proposed BMP	Elements of BMP	Measurable Goals	Preliminary Implementation Schedule	Preliminary Responsible Department	
<b>6.a - Operations and maintenance activities - due 8/21/2015</b>	Develop and implement written procedures to minimize pollutant discharge from (i) daily operations such as road, street, and parking lot maintenance; (ii) equipment maintenance; and (iii) application, storage, transport, and disposal of pesticides, herbicides, and fertilizers	Review required procedure categories with DJJ maintenance and grounds department heads to identify existing written procedures and gaps where new written procedures are required.	Hold workshop with DJJ maintenance and grounds	3/1/2015	CO	
		Create new written procedures, if required	Create new written procedures	3/1/2015	CO	
<b>6.b - Municipal facility pollution prevention and good housekeeping - due 8/21/2014</b>	Identify all high-priority facilities, including: (i) compost facilities, (ii) equipment storage and maintenance facilities, (iii) materials storage yards, (iv) pesticide storage facilities, (v) public works yards, (vi) recycling facilities, (vii) salt storage facilities, (viii) solid waste handling and transfer facilities, and (ix) vehicle storage and maintenance yards.	Review existing facilities with DJJ maintenance and grounds department heads to identify which operations are conducted at the facility and locations.	Hold workshop with DJJ maintenance and grounds	None identified	CO	
		Identify which of the high-priority facilities have a high potential of discharging pollutants based on the criteria provided in the permit.	Hold workshop with DJJ maintenance and grounds	None identified	CO	
		Develop SWPPPs for for required facilities	SWPPPs shall provide criteria listed in permit, as a minimum	SWPPPs prepared for any required high-priority facilities	Not required	CO
		Implement SWPPPs - due 8/21/2017	Implement SWPPPs	Implement SWPPPs	Not required	CO
<b>6.c - Turf and landscape management - due 8/21/2014</b>	Develop Nutrient Management Plans (NMPs).	Identify applicable areas: contiguous areas greater than one acre where nutrients are applied.	Sketch developed showing areas where nutrients are applied	not required, no fertilizer applied to lawn areas	CO	
		Develop NMPs for all applicable areas, if any.	Contract with outside consultant to develop NMPs	not required, no fertilizer applied to lawn areas	CO	
	Implement NMPs - due 8/21/2018	Implement NMPs	Implement NMPs	not required, no fertilizer applied to lawn areas	CO	
<b>6.d - Training - due 8/21/2014</b>	Conduct annual training for employees	Review existing training programs against permit requirements	Hold workshop with DJJ maintenance and grounds	6/1/2014	CO	

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

Permit Requirements	Proposed BMP	Elements of BMP	Measurable Goals	Preliminary Implementation Schedule	Preliminary Responsible Department
<b>6.e - Oversight procedures</b>	Require that contractors use appropriate control measures and procedures for stormwater discharges to the MS4 system.	Determine if there any contractors for which this would apply	Hold workshop with DJJ maintenance and grounds	6/1/2014	CO
<b>6. f-g MS4 Program Plan documentation and annual reporting - first report due 10/1/2014</b>	Document results of workshop and commitments to further action	Prepare documentation to be included in annual report	Documentation prepared	9/1/2015	CO

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