Updated Permit Plan for Permit Years 2-5 (FY 2015-2018)

The attached program plan describes the actions the City of Poquoson is required to take in Fiscal Years '15-'18 to meet to meet the requirements of its Municipal Separate Storm Sewer System (MS4) permit. Questions or comments are welcome, and can be directed to the City Engineer at 868-3025 or at ellen.roberts@poquoson-va.gov

Updated MS4 Program Plan July 1, 2014 - June 30, 2018

BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
	Continue to implement the public education and outreach program as included in the registration statement until the program is updated to meet the conditions of General Permit No. VAR040027			SW Program Administrator	End of PY1	PY1 Program Plan
1.1	Update Public Education and Outreach Program					
1.1a	Design a plan to educate citizens on techniques to reduce impacts of stormwater pollution on public waterways with an emphasis on impaired waters by first identifying at least 3 high-priority water quality issues	Identify at least 3 high priority water quality issues that contribute to the discharge of stormwater	Issues identified	askHRgreen.org Stormwater Education Subcommittee	PY1	Education and Outreach Plan
1.2	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				
1.2a	*Scoop the Poop* campaign	Make *Scoop the Poop* information and giveaways available where citizens receive animal licenses and at pet-related events as appropriate	Percentage of target audience reached through activities.	askHRgreen.org Stormwater Education Subcommittee	Annually	askHRgreen.org Annual Report
1.2b	Promote Lawn Care campaign	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
1.2c	Promote FOG campaign	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
1.2f	Relevant Message Implementation	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
1.2g	Provide for adjustment of target audiences and messages to address any observed weaknesses or shortcomings	Website feedback reports, regional meeting feedback	Number of giveaways distributed	askHRgreen.org Representative	Annually	Rack cards, dog waste bag holders
1.3	Provide for Public Participation					
1.3a	Local Outreach	Post volunteer opportunities on local website.	Number and types of events	askHRgreen.org Representative	Annually	Locaility website
1.3b	Regional Initiatives	Submit articles for askHRgreen.org blog for public participation in water quality improvement initiatives or submit articles in Poquoson newsletters and circulars.	Number and types of events submitted	askHRgreen.org Representative	Annually	askHRgreen.org website
1.3c	Regional Outreach	Post volunteer opportunities City website or on askHRgreen.org calendar	Number and types of events submitted	askHRgreen.org Representative & HRPDC Environmental Educator	As opportunities become available	askHRgreen.org website
1.3d	Distribute educational materials developed through askHRgreen.org	Distribute materials developed through askHRgreen.org to target audience in locality.	Number of materials distributed	askHRgreen.org Representative	Continuously	
1.3e	Maintain and enhance askHRgreen.org website	Increase website visits each year	Website click-through rates	HRPDC & askHRgreen.org	Permit Cycle	askHRgreen.org Annual Report

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BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
1.4	Participate in regional committees: askHRgreen.org, RSMC, and SW Phase II Subcommittee		Maintain valid MOA	HRPDC	Every 5 years (concurrent with MS4 permit cycle).	MOA
1.4a	Regional Cooperation	Renew MOA with the HRPDC to participate in the regional processes, including the Regional Stormwater Management Committee, Stormwater Phase II Subcommittee and askHRgreen.org	Number of meetings attended/Number of meetings held	askHRgreen.org Representative	Annually	askHRgreen.org Annual Report
1.4b	*askHRgreen.org*	Participate in at least 35% of askHRgreen.org Stormwater Education Subcommittee meetings	Number of meetings attended/Number of meetings held	SW Program Administrator	Annually	Attendance chart
1.4c	Stormwater Phase II Subcommittee	Participate in at least 50% of Stormwater Phase II Subcommittee Meetings.		SW Program Administrator, askHRgreen.org, askHRgreen.org Representative & HRPDC	As scheduled in permit	Revised Program Plan
1.5	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.				

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2. Public Involvement/Participation						
BMP	**BMP Description**	**Measurable Goals**	**Metric**	**Responsible Party**	**Timeline**	**Associated Documents**
2.1	Public Involvement					
2.1a	Updated Program Plan	Post copies of updated program plan to City website within 30 days of submittal of annual report.	Presence of materials on website	City IT Department	Annually	Locality website
2.1b	Annual Report	Post copies of annual report to City website within 30 days of submittal to DEQ.	Presence of materials on website	City IT Department	Annually	Locality website
2.1c	Reapplication Public Involvement	Prior to reapplying for coverage, notify public and provide for receipt of comments on the proposed MS4 Program Plan.	Presence of materials on website	City IT Department	6 mo. prior to end of permit cycle	Locality website
2.2	Public Participation					
2.2	Public Participation in a minimum of four local activities annually	**Seafood Festival; Keep Poquoson Beautiful; talks to civic groups; other volunteer activities developed through the permit year**	# events, # of items distributed, # of participants, # of pounds collected, or # of volunteer hours	SW Program Administrator	Annually	Annual report
2.3	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section II E of General Permit VAR040027	SW Program Administrator	Annually	Annual report

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3. Illicit Discharge Detection and Elimination						
BMP	**BMP Description**	**Measurable Goals**	**Metric**	**Responsible Party**	**Timeline**	**Associated Documents**
3.1	Storm Sewer System Map					
3.1.a	MS4 outfall map	Maintain and update mapping	Updated Map	SW Program Administrator IT Dept. (GIS)	Annually	Outfall map
3.1.b	MS4 outfall information table	Develop Table listing outfalls	Updated Table	SW Program Administrator/ IT Dept. (GIS)	Continuously	Information Table
3.1.c	MS4 boundaries map and information table	Map and information table identifying MS4 watershed, acreage served, receiving water, applicable TMDL(s) within 2010 urbanized area.	Boundary Map	SW Program Administrator/ IT Dept. (GIS)	End of PY4	MS4 Catchments Map
3.1.d	Public information	Make MS4 map and information table available to the public	Presence of materials on website or refer to availability location	SW Program Administrator	Annually	Locality website
3.1.e	New outfalls	Identify new points of discharge	List of new outfalls	SW Program Administrator/ IT Dept. (GIS)	Annually	New outfall list
3.1.f	Maintain a Current Storm Sewer Map Online				PY4	Online mapping
3.1.g	Cooperation with adjacent MS4s	Identify and notify, in writing, any downstream regulated MS4 to which the small regulated MS4 is physically interconnected of the small regulated MS4's connection to that system.	Develop map, Regional Phase II Stormwater Subcommittee Meetings, letters	SW Program Administrator	Annually	Letters; meeting attendance
3.1.h	Illicit Discharge Detection & Elimination Ordinance	Continue implementing and enforcing the illicit discharge/stormwater ordinance.	Current Ordinance	SW Program Administrator/ Fire Dept	As necessary	Ordinance
3.2	Dry Weather Screening					
3.2.a	DWS Protocol	Develop written dry weather field screening methodologies for IDDE.	Protocol	End of PY1	End of PY1	DWS Protocol
3.2.b	Field testing & outfall reconnaissance inventory (ORI)	Perform dry weather screening of a minimum of 50 outfalls (or all if < 50 outfalls in MS4)	Documentation of screening performed and results	SW Program Administrator/ SW Inspector	Annually	Map and ORI Field sheets
3.3	IDDE program implementation				End of PY1	IDDE Protocol
3.3.a	Public IDDE Reporting	Promote & Publicize IDDE reporting	Presence of phone number & information on website	SW Program Administrator	Continuously	Locality website
3.3.b	Prevent or minimize the discharge of hazardous substances and oil in the MS4 stormwater discharge.	Yard inspections; Develop/enhance reporting relationship with FD/Haz Mat Team; targeted education	Number of responses/ number of inspections	SW Program Administrator/ Fire Dept	Continuously	Inspection forms
3.3.c	IDDE activity tracking	Track illicit discharge detection and elimination activities.	Number of investigations and actions taken	SW Program Administrator/ Fire Dept	Ongoing	List of Activities
3.3.d	Continue Sanitary Sewer System improvements in coordination with SSO consent order	Continue to diagnose and correct deficiencies	Number of improvements	SW Program Administrator/ Public Utilities	Continuously	List of Improvements
3.4	Spill reporting					

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3. Illicit Discharge Detection and Elimination						
BMP	**BMP Description**	**Measurable Goals**	**Metric**	**Responsible Party**	**Timeline**	**Associated Documents**
3.4.a	Report non sewer spills and releases from small MS4 operated properties that reach State waters to DEQ.	Report spills to the DEQ's Pollution Response Program (PREP).	Number of internal reports. If applicable, obtain PREP number.	SW Program Administrator/ Fire Dept	Fire Dept. Report in accordance to Section III. G.	Internal Summary Report
3.4.b	Report Sanitary Sewer Overflows through SSORS database.	Continue to utilize SSORS to report Sanitary Sewer Overflows	Number of overflows	Public Utilities Superintendent.	Continuously	List from SSORS
3.5	Update Program Plan	Update Illicit Discharge Detection and Elimination plan as necessary to maintain compliance with the permit effective on July 1, 2013		SW Program Administrator/ Fire Dept	As scheduled in permit	
3.6	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section II E of General Permit VAR040027	SW Program Administrator/ Fire Dept	Annually	Annual report

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4. Construction Site Storm Water Runoff Control						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
4.1	Legal Authorities					
4.1.a	LD Activities > 10,000 SF	Continue to implement the Stormwater Management Ordinance & the Erosion and Sedimentation Control Ordinance	Stormwater Management Ordinance & Erosion and Sedimentation Control Ordinance	SW Program Administrator	Continuously	SWM & E&SC Ordinances
4.1.b	CBPA LD Activities >2,500 SF	Continue to implement the Chesapeake Bay Preservation Ordinance	Chesapeake Bay Preservation Ordinance	CBPA Program Administrator	Continuously	CBPA Ordinance
4.1.c	E&SC LD Activities	Continue to implement the Erosion and Sedimentation Control Ordinance	Erosion and Sedimentation Control Ordinance	E&SC Program Administrator	Continuously	E&SC Ordinance
4.1.d	Individual Lot or CPOD LD Activities > 10,000 SF	Continue to implement the SWM, E&SC, & CBPA ordinances	SWM, E&SC, & CBPA Ordinances	SW, E&SC, & CBPA Program Administrators	Continuously	Ordinances
4.2	Local Programs					
4.2.a	E&SC Plan Reviews	Continue to implement the site plan review, LID implementation where deemed appropriate, provisions of the local Erosion and Sediment Control Ordinance.	# plan reviews	Planning Department/ Engineering Division	Annually	Summary from Locality tracking system
4.2.b	E&SC Program Consistency	At a minimum be consistent with the VA E&SC Law and regulation	State Board finding of consistency	E&SC Program Administrator	Continuously	Letter from DEQ (or DCR in prior cycles)
4.2.c	CBPA Program Compliance	Maintain the City's Chesapeake Bay Preservation Act Program in Compliance with DEQ regulations	DEQ Compliance	CBPA Program Administrator	Annually	Letter from DEQ (or DCR in prior cycles)
4.2.d	Public Inquiry	Continue to receive and respond to information from citizens relating to the local erosion and sediment control program through personal visits, email, telephone, and the City web page.	# of calls/requests, #site visits	E&SC Program Administrator	Annually	Summary from Locality tracking system
4.3	Compliance and Enforcement					
4.3.a	E&SC Inspections	Continue to implement construction site BMP, and inspection provisions of the local Erosion and Sediment Control Ordinance.	# of inspections	E&SC Program Administrator	Annually	Summary from Locality tracking system
4.3.b	E&SC Inspection Schedule and Enforcement	Continue to implement inspection schedule and enforcement provisions per local Erosion and Sediment Control Ordinance	# of inspections; # enforcement actions	E&SC Program Administrator	Annually	Summary from Locality tracking system
4.3.c	E&SC Modifications due to inadequacy	Continue to implement provisions of the local Erosion and Sediment Control Ordinance requiring changes to the plan due to inadequacy.	# of inspections; # enforcement actions	E&SC Program Administrator	Annually	Summary from Locality tracking system
4.3.d	Tracking and Reporting	Continue to track and report the total number of permitted land disturbing activities as well as the total disturbed acreage.	Number of permits & acres disturbed	E&SC Program Administrator	Annually	Annual Report
4.4	Certifications					
4.4.a	E&SC Certifications	Ensure that plan reviewers, inspectors, and program administrators obtain the appropriate certifications as required under the Erosion and Sediment Control Law	Certifications obtained	E&SC Program Administrator	Ongoing	Certifications

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4. Construction Site Storm Water Runoff Control						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
4.4.b	SWM Certifications	Ensure that plan reviewers, inspectors, and program administrators obtain the appropriate certifications as required under the Stormwater Management Act	Certifications obtained	VSMP Authority Administrator	Beginning in PY2	Certifications
4.5	VSMP Authority Permits					
4.5.a	State VSMP program (prior to July 1, 2014)	Continue to direct applicants, proposing to disturb an acre or more of land or part of a larger common plan of development or sale that would disturb one acre or more, or >= 2,500 sq. ft. in CBPA areas to DEQ to secure a VSMP Permit for Discharges of Stormwater from Construction Activities. Ensure permit has been obtained.	#of permit applications and permits issued.	E&SC Program Administrator	PY1 only	VSMP permit numbers
4.5.b	Local VSMP program (after July 1, 2014)	Implement the site plan review, construction site BMP, and inspection provisions of the local Stormwater Management Ordinance.	#of permit applications and permits issued.	VSMP Authority Administrator	Beginning in PY2	VSMP permit numbers
4.5.c	VSMP Inspections	Implement inspection provisions of the local Stormwater Management Ordinance for VSMP authority permits including Pollution Prevention Plans contained within the SWPPP	# of inspections; # enforcement actions	VSMP Authority Administrator	Beginning in PY2	Summary from Locality tracking system
4.6	Update Program Plan	Update Construction Site Storm Water Runoff Control plan as necessary to maintain compliance with the permit		SW Program/E&SC Program Administrators & HRPDC	As scheduled in permit	Program Plan
4.7	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section II E of General Permit VAR040027	SW Program/E&SC Program Administrators	Annually	Annual Report

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5. Post Construction Storm Water Management in New Development and Redevelopment						
BMP	**BMP Description**	**Measurable Goals**	**Metric**	**Responsible Party**	**Timeline**	**Associated Documents**
5.1	Address post-construction stormwater runoff from development that enters the MS4					
5.1.a	Applicable oversight requirements	CBPA LD activities < 1 Ac but >2,500 SF; and new development or redevelopment where a more stringent regulatory size threshold than previously indicated.	Stormwater Management Ordinance	SW Program Administrator	Update in PY2	SWM Ordinance
5.1.b	Stormwater Management Ordinance	Implement the stormwater criteria of the Stormwater Management Ordinance for new development and redevelopment, and update ordinance to comply with Section II.B.5 of the General Permit.	Stormwater Management Ordinance	SW Program Administrator	Update in PY2	SWM Ordinance
5.2	Inspection and O&M Verification for Privately-owned BMPs					
5.2.a	BMP Maintenance Agreements	Require BMP maintenance agreements as directed by the Stormwater Management Ordinance.	# of Agreements & Inspection Schedules	SW Program Administrator	Ongoing	List of Maintenance Agreements
5.2.b	Inspection activities	Conduct BMP site inspections in accordance with written policies and procedures	# of Inspections	SW Program Administrator/ SW Inspector	As designated	Inspection Report Summary; Inspection Procedures
5.2.c	Enforcement activities	Enforce BMP maintenance responsibilities in accordance with written policies and procedures	# of Reinspections & NOVs	SW Program Administrator/ SW Inspector	As designated	Inspection Report Summary; Enforcement Procedures
5.2.d	Alternative to Maintenance Agreements	Develop and implement alternative strategies for promoting long-term maintenance of stormwater controls to treat runoff solely from individual residential lots.	Alternative Strategies Protocol	SW Program Administrator & HRPDC	End of PY1	Alternative Strategies
5.3	Inspection & Maintenance Schedules for City-Owned BMPs					
5.3.a	Inspection and maintenance	Develop schedules and procedures for regular inspection and maintenance of locally owned stormwater control structures in accordance with SWM regulations.	# of Inspections	SW Program Administrator	Annually	Inspection Report Summary; Inspection Procedures
5.4	Program Plan Requirements					
5.4.a	Roles and responsibilities	Identify the roles and responsibilties for each department, division, and subdivision in implementing Section II of General Permit, also include the written agreement for any other entities implementing parts of the Program Plan	List of roles and responsibilites, written agreement	SW Program Administrator	As needed	List of roles and responsibilities; Written agreement(s)
5.5	Tracking and Reporting					
5.5.a	BMP Tracking	Track all known permanent stormwater management facilities that discharge to the regulated small MS4 and submit the information per General Permit No. VAR040027.	Data as required by Permit (print & spreadsheet/database)	SW Program Administrator	Annually	BMP Report

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5. Post Construction Storm Water Management in New Development and Redevelopment						
BMP	**BMP Description**	**Measurable Goals**	**Metric**	**Responsible Party**	**Timeline**	**Associated Documents**
5.1	Address post-construction stormwater runoff from development that enters the MS4					
5.1.a	Applicable oversight requirements	CBPA LD activities < 1 Ac but >2,500 SF; and new development or redevelopment where a more stringent regulatory size threshold than previously indicated.	Stormwater Management Ordinance	SW Program Administrator	Update in PY2	SWM Ordinance
5.5.b	New BMP tracking	BMPs brought online within the past year	Database or spreadsheet with new BMP information	SW Program Administrator	Annually	BMP Report

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6. Pollution Prevention/Good Housekeeping for Municipal Operations						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
6.1	Operations and Maintenance Activities					
6.1.a	Plans and Procedures	Continue to implement and update plans describing spill prevention and control and pollution prevention procedures for municipal facilities specifically to prevent illict discharges	SOP(s)/ O&M Plan	Public Works	Continuously	SOPs/ O&M Plan
6.1.b	Waste Disposal	Continue to implement and update procedures for proper waste disposal, including yard waste	SOP(s)/ O&M Plan	Public Works	Continuously	SOPs/ O&M Plan
6.1.c	Manage Municpal Vehicle Wash Water	Develop and implement procedures to prevent the discharge of municipal vehicle wash water into the MS4 without a separate VPDES permit	Procedures	Public Works	Continuously	SOPs/ O&M Plan
6.1.d	Manage Wastewater	Prevent the discharge of wastewater to MS4 without a separate VPDES permit	# overflows	Department of Utilities	Continuously	SOPs/ O&M Plan
6.1.e	Stormwater System Maintenance BMPs	Require BMPs when discharging water pumped from utility construction and maintenance activities	BMPs Used	Public Works	Continuously	SOPs/ O&M Plan
6.1.f	Bulk Storage BMPs	Require BMPs for bulk storage areas (salt storage, top soil stockpiles)	BMPs Used	Public Works	Continuously	SOPs/ O&M Plan
6.1.g	Manage Leaking Municipally-owned Leaking Vehicles	Prevent the discharge of pollutants to the MS4	BMPs Used	Public Works	Continuously	SOPs/ O&M Plan
6.1.h	Manage Fertilizers and Pesticides	Implement procedures to ensure materials are are applied in accordance with manufacturer's recommendations	Procedures	Public Works	Continuously	SOPs/ O&M Plan
6.2	Storm Water Pollution Prevention Plans (SWPPP)					
6.2.1	High-priority facilities	Identify municipal high-priority facilities that have the potential to discharge storwmater pollutants	# & type of high-priority facility	SW Program Administrator	End of PY1	List of high-priority facilities
6.2.2	SWPPP development & Implementation	Develop and Implement SWPPPs for identified high-priority facilities	SWPPP	SW Program Administrator	PY4	SWPPP
6.3	Nutrient Management Plans					
6.3.a	NMP Locations	Identify locations of municipally owned properties where nutrient management plans can be performed	Number of sites & area	SW Program Administrator & Landscape Division	End of PY1	List of managed turf sites > 1 Ac.
6.3.b	NMP development & implementation	Develop and Implement NMPs for identified turf and landscape (15% by PY2, 40% by PY3; 75% by PY4; & 100% by PY5)	% of identified area under NMP	SW Program Administrator & Landscape Division	PY2 - PY5	List of NMP Covered Sites
6.3.c	NMP Tracking	Track the total acreage of lands where turf and landscape NMPs are required and implemented	Acreage required & Acreage implemented	SW Program Administrator & Landscape Division	Annually	List of managed turf sites > 1 Ac.
6.3.d	Deicing agents	Operator shall not apply deicing agents containing urea or other forms of nitrogen or phosphorus to parking lots, roadways, and sidewalks, or other paved surfaces	Statement of non-use of nutrient containing deicing agents	SW Program Administrator	Annually	Statement
6.4	Employee Education & Training					
6.4.a	IDDE Training for field personnel	Provide training to field personnel in the recognition of illicit discharges	# of training sessions / # Employees trained	Public Works	Biennial	Attendance list, Summary of Training

6. Pollution Prevention/Good Housekeeping for Municipal Operations						
BMP	**BMP Description**	**Measurable Goals**	**Metric**	**Responsible Party**	**Timeline**	**Associated Documents**
6.4.b	Streets & parking lot maintenance training	Provide training to Streets & Landscape Divisions for road, street & parking lot maintenance	# of training sessions / # Employees trained	Public Works	Biennial	Attendance list, Summary of Training
6.4.c	Public Works Facilities training	Provide training to PW personnel on good housekeeping and pollution prevention practices	# of training sessions / # Employees trained	Public Works	Biennial	Attendance list, Summary of Training
6.4.d	Pesticides & herbicide certifications	Maintain certifications and training for pesticide and herbicide applicators in accordance with Virginia Pesticide Control Act	Certifications obtained	SW Program Administrator	Continuously	Certifications
6.4.e	E&SC & SWM Training	Ensure that plan reviewers, inspectors, and program administrators obtain the appropriate certifications as required under the Erosion and Sediment Control Law	Certifications obtained	E&SC Program Administrator	Continuously	Certifications
6.4.f	Parks and Recreation employee training	Provide training to P&R personnel on good housekeeping and pollution prevention practices	# of training sessions / # Employees trained	Public Works	Biennial	Attendance list, Summary of Training
6.4.g	Emergency Response employee training	Provide training and certification in spill response to emergency response employees	Certifications obtained	Haz-Mat officer	PY1	Certifications
6.5	Tracking					
6.5.a	Training Needs Assessment	Determine any educational needs for employees and develop appropriate training and/or materials.	Training assessment	HRPDC & Phase II Stormwater Committee	1X per permit cycle	Training Plan
6.5.b	Training Schedule	Identify and prioritize pollution prevention education and training needs for municipal employees based on relative risk for stormwater pollution from municipal operations through the HRPDC Stormwater Phase II Subcommittee.	Training Schedule	HRPDC	Annually	Training Plan
6.5.c	Training Materials	Distribute pollution prevention educational materials developed through the HRPDC/**askHRgreen.org** to municipal employees engaging in operations with a high risk of discharging pollutants into the MS4.	# of items distributed	HRPDC	Annually	E-newsletter, training materials
6.5.d	Contractor Training	Participate in the development of at least one regional contractor training session during the life of the permit.	Training session	HRPDC & Phase II Stormwater Committee	Once per permit cycle	Training sessions and evaluation forms
6.6	Update Program Plan	Update Pollution Prevention/Good Housekeeping for Municipal Operations plan as necessary to maintain compliance with the permit effective on July 1, 2013		SW Program Administrator, HRPDC	As scheduled in permit	
6.7	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section II E of General Permit VAR040027	SW Program Administrator/EMS Team	Annually	Annual report

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TMDL Special Conditions						
BMP	**BMP Description**	**Measurable Goals**	**Metric**	**Responsible Party**	**Timeline**	**Associated Documents**
SC-1	TMDL					
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)	TMDL Action Plan	SW Program Administrator	End of PY2	TMDL Action Plan
SC-1b	Implement Chesapeake Bay TMDL Action Plan	Implement the TMDL Action Plan to meet 5% of the Level 2 (L2) reductions of pollutants of concern (POC) by the end of the permit cycle.	Per TMDL Action Plan	SW Program Administrator	End of PY5	TMDL Action Plan
SC-2	Local TMDL	Develop and Implement a TMDL Action Plan for the bacterial TMDLs approved by State Water Control Board on June 30, 2014	TMDL Action Plan	SW Program Administrator	In accordance with permit requirements	TMDL Action Plan
SC-3	Update Program Plan	Update TMDL Special Conditions plan as necessary to maintain compliance with the permit effective on July 1, 2013		SW Program Administrator	As scheduled in permit	
SC-4	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section II E of General Permit VAR040027	SW Program Administrator	Annually	Annual report