





Pipe	CB2.14	20801080104	Unsegmented estuaries in Back River	Yes	G	GD337	Yes	0.94	37° 6' 48.485" N	76° 20' 33.785" W	Yes	Fecal Coliform: approved by the SWCB Dec. 2017; by EPA FEB 2018
Pipe	CB2.14	20801080104	Unsegmented estuaries in Back River	Yes	G	GD338	Yes	0.19	37° 6' 46.365" N	76° 20' 32.739" W	Yes	Fecal Coliform: approved by the SWCB Dec. 2017; by EPA FEB 2018
Pipe	CB2.14	20801080104	Unsegmented estuaries in Back River	Yes	G	GD339	Yes	0.86	37° 6' 44.571" N	76° 20' 31.004" W	Yes	Fecal Coliform: approved by the SWCB Dec. 2017; by EPA FEB 2018
Pipe	CB2.14	20801080104	Unsegmented estuaries in Back River	Yes	G	GD440	Yes	0.40	37° 6' 41.691" N	76° 20' 29.100" W	Yes	Fecal Coliform: approved by the SWCB Dec. 2017; by EPA FEB 2018
Pipe	CB2.14	20801080104	Front Cove - Upper	Yes	G	GD441	Yes	4.45	37° 6' 39.547" N	76° 19' 14.512" W	Yes	Fecal Coliform: approved by the SWCB Dec. 2017; by EPA FEB 2018
Pipe	CB2.14	20801080104	Unsegmented estuaries in Back River	Yes	G	GD42	Yes	0.99	37° 6' 39.088" N	76° 20' 27.657" W	Yes	Fecal Coliform: approved by the SWCB Dec. 2017; by EPA FEB 2018
Ditch	CB2.14	20801080104	Maintain Back River	Yes	G	GD43	Yes	0.65	37° 6' 36.029" N	76° 19' 19.456" W	Yes	Fecal Coliform: approved by the SWCB Dec. 2017; by EPA FEB 2018
Pipe	CB2.14	20801080104	Maintain Back River	Yes	G	GD44	Yes	2.31	37° 6' 33.352" N	76° 19' 10.627" W	Yes	Fecal Coliform: approved by the SWCB Dec. 2017; by EPA FEB 2018
Pipe	CB2.14	20801080104	Maintain Back River	Yes	G	GD45	Yes	1.08	37° 6' 30.266" N	76° 20' 23.358" W	Yes	Fecal Coliform: approved by the SWCB Dec. 2017; by EPA FEB 2018

#### CITY OWNED BMPs

City-owned BMP Type	VAH16	HUC 12	Receiving Water	Impaired	Zone	NAME	Estimated Service Area [ac]	Estimated Impervious Area [ac]	Latitude	Longitude	Bay TMDL	Other TMDL	Predominant Land Use
Wet Pond	CB2.1	20801080101	Bennett Creek - Upper (DSS_Q6-IR)	Yes	G	South Lawson Park Pond	16	2.2970000000	37.1249499	-76.35315853	Yes	Fecal Coliform: approved by the SWCB Dec. 2017; by EPA FEB 2018	Fecal Coliform: approved by the SWCB Dec. 2017; by EPA FEB 2018
Constructed Wetland	CB2.2	20801080102	Northwest Br. Back River - Upper	Yes	G	City Hall Wetland	20	8.8800000000	37.12441521	-76.39738932	Yes	Fecal Coliform: approved by the SWCB Dec. 2017; by EPA FEB 2018	Urbanized: no industrial; predominantly residential
Wet Pond	CB2.2	20801080102	Northwest Br. Back River - Upper	Yes	G	Library Pond	7	3.4100000000	37.12170598	-76.39790271	Yes	Fecal Coliform: approved by the SWCB Dec. 2017; by EPA FEB 2018	Urbanized: no industrial; predominantly residential

---

## **Sec. 34-207. Prohibitions on non-stormwater discharges.**

- (a) It shall be a violation of this article to:
  - (1) Discharge, or cause or allow to be discharged, sewage, industrial wastes or other wastes into the storm sewer system, or any component thereof, or onto driveways, sidewalks, parking lots or other areas draining to the storm sewer system;
  - (2) Connect, or cause or allow to be connected, any sanitary sewer to the storm sewer system, including any sanitary sewer connected to the storm sewer system as of the date of adoption of this article;
  - (3) Throw, place or deposit or cause to be thrown, placed or deposited into the storm sewer system anything that impedes or interferes with the free flow of stormwater therein.
- (b) The following activities shall not be in violation of this article:
  - (1) Water line flushing;
  - (2) Landscape irrigation;
  - (3) Diverting stream flows or rising groundwater;
  - (4) Infiltration of uncontaminated groundwater;
  - (5) Public safety activities, including but not limited to, law enforcement and fire suppression;
  - (6) Well-point dewatering or pumping of uncontaminated ground water from potable water sources, foundation drains, irrigation waters, springs, or water from crawl spaces or footing drains;
  - (7) Air conditioning condensation;
  - (8) Watering and maintenance with landscaping chemicals in accordance with manufacturer's recommendations;
  - (9) Individual residential car washing;
  - (10) Flows from riparian habitats or wetlands;
  - (11) Swimming pool discharges that have been dechlorinated or are free of other disinfecting agents;
  - (12) Street washing;
  - (13) Any activity authorized by a valid Virginia Pollutant Discharge Elimination System (VPDES) permit or Virginia Pollution Abatement (VPA) permit; or
  - (14) Any other water source not containing sewage, industrial wastes or other wastes.
- (c) In the event any of the activities listed in subsection (b) above are found to cause sewage, industrial wastes or other wastes to be discharged into the storm sewer system, the administrator or his designee shall so notify the person performing such activities, and shall order that such activities be stopped or conducted in such a manner as to avoid the discharge of sewage, industrial wastes or other wastes into the storm sewer system. The failure to comply with such an order shall constitute a violation of the provisions of this article.

(Ord. No. 1489, § 2, 5-27-2014)

## DRY WEATHER/ILLICIT DISCHARGE SCREENING PROTOCOL

<u>Purpose</u>	In accordance with its MS4 permit, Poquoson must develop a dry weather screening protocol to find and eliminate to the maximum extent practicable illicit discharges into its stormwater system. These SOP's are intended to accomplish this goal.
<u>Scope</u>	Dry weather screening is primarily conducted by Public Works and City Engineering employees. However, detecting and eliminating illicit discharges is the joint responsibility of all employees. City departments will incorporate good housekeeping measures and will notify the proper authority of suspected illicit discharges in a timely manner.
<u>Training</u>	In order to ensure all employees understand their responsibilities and required courses of action in the event of seeing or being informed of a possible illicit discharge, all department heads will be briefed on standard operating procedures at least once a permit cycle. Personnel charged with screening for, investigating or handling illicit discharges will be trained in accordance with MS4 permit requirements.
<u>Fire Department</u>	The Fire Department will respond to all reports of discharges of hazardous substances in accordance with DEQ requirements. Other City personnel shall notify the Fire Department if a hazardous discharge is suspected.
<u>Public Works Employees</u>	Public works employees serve as the front line of defense against and the primary screeners for illicit discharges. Poquoson is a low lying coastal community that routinely experiences flooding. Maintenance of the City's drainage system is a year-round, constant activity. All Public Works employees will be trained to identify, investigate and report illicit discharges. Those employees working in or near the drainage system will perform an initial screening of the entire length of the MS4 segment in which they are working prior to beginning work. The crew chief will fill out screening forms and report to the drainage supervisor. The drainage supervisor will keep all records and provide updates to the City Engineer. If a potential discharge is suspected, the crew chief will immediately follow the potential discharge to determine its source. If a source cannot be identified or if there are indicators that standing water in a ditch or pipe could be something other than groundwater or tidal water, the crew chief will notify the City Inspector and the City Engineer. The drainage supervisor will receive additional training on the importance of screening for and identifying illicit discharges, and will ensure his crews are properly trained.
<u>City Inspector</u>	The City Inspector will respond to all complaints of illicit discharges and follow up on any discharges identified by fellow employees. The City Inspector will initiate enforcement actions as needed; take samples of suspected discharges; and consult with the City Engineer and Environmental Compliance Officer.

## Planned FY 2023 Inspections and Rationale

<b><u>Priorities and Rationale</u></b>	
<b>General: Configuration of the City</b>	Poquoson's primary land use is single family residential. There is a limited amount of commercial land uses supporting suburban living, such as restaurants and grocery stores. Most commercial land uses are located along Wythe Creek Road. There are a few marinas located outside the City's MS4 service area. There are no industrial land uses in the City. Over 99% of all homes are connected to public sewer. The City itself is configured into one concentrated, developed area surrounded on three sides by water and tidal wetlands.
<b>History of Detecting Discharges</b>	Adequate drainage and water flow is a key concern due to the community's low laying nature. In addition, the City has a strong focus on environmental issues. Due to these factors, as well as highly visible drainage systems, result in illicit discharges often being reported to the City as they are happening. Historically, that is how most large illicit discharges are detected and reported. Discharges that are discovered during inspections often tend to be discharges caused by common residential uses, such as yard waste, pet waste, motor oil, or cooking waste.
<b>Areas of the City Where Illicit Discharges are most often found</b>	Yard wastes, pool filter discharge lines, motor oil are typically found in the City's residential areas. Discharges tend to occur in open ditches as opposed to closed pipe systems. Commercial dumpsters are another source of possible illicit discharges. Prioritized areas are those portions of the system located downstream of dense residential development and outfalls of commercial areas. Outfalls located further downstream outside of the area easily accessed by residents are a lower priority. In addition to the MS4, the City should continue to monitor the Messick Point area, as this is an isolated area that has a history of chemical drop offs and frequent refuse.
<b>FY 2023 Priorities</b>	Public Works will continue to inspect outfalls in sub areas C, D, and F. F001 is located downstream of an ongoing Middle School renovation project and should be inspected this year. C010 is downstream of a large ongoing construction project and should be inspected. E017 is also downstream of a large new construction site and should be inspected. Inspections will continue in the most populated areas of the City, with isolated and smaller outfall inspections occurring after the ones listed herein.
<b>Additional Concerns</b>	The 2022 Poquoson Seafood Festival is currently planned for October 2022. After the event is completed, the site will be inspected to make sure that proper cleanup has taken place. Note that this list of planned inspections is subject to change based on new construction, staffing, citizen input, pandemic related issues, and flooding concerns. If enough warning is given, be aware that staff members walk the entire drainage system prior to a hurricane.

Summary of Illicit Discharge and Dry Weather Screening Fiscal Year 2022

<u>Month</u>	<u>outfalls</u>	<u>length ditches, l.f.</u>	<u># outfalls</u>
Jul-21	B: 14; C: 1a, 1b, 1d, 1e, 2c, 6, 6a; D: 4, 4a, 4b	9,825	11
Aug-21	C: 8; E: 5b, 5d, 5e, 6f; F: 2, 4a, 4b, 4c	6,470	9
Sep-21	B: 2, 2b, 12, 13, 17; E: 2e, 2f, 2g; F: 4a, 4b, 4c	6,665	11
Oct-21	B: 2a, 2b, 2c, 4, 8b, 8c; E: 4	16,305	7
Nov-21	C: 7a, 9, 9c, 17, 18; D: 7; E: 2b, 2c; F: 2a, 2b, 5a	24,611	11
Dec-21	A: 1d, 5a, 5b, 6b; B: 8c; C: 9c; E: 2d, 7	16,330	8
Jan-22		6,720	0
Feb-22	A: 11, 11a; C: 6, 6a; D: 8b; E: 5; F: 6, 7a; G: 5g	8,880	9
Mar-22	C: 4, 5; D: 3e, 4d, 8b; E: 3b, 5f; F: 5a, 5c, 5d	10,520	10
Apr-22	A: 1, 1c, 1d, 2; B: 1b, 3, 5, 14, 15, 16; C: 11, 12; F: 7a, 7b	7,715	14
May-22	A: 1, 5a; E: 1f	2,601	3
Jun-22	C: 2, 2a, 2b, 2c, 8, 17; E: 2f; F: 1ba	6,033	8
<b><u>total</u></b>		<b><u>122,675</u></b>	<b><u>101</u></b>



**CITY OF POQUOSON, VA**  
Department of Public Works

**DRY WEATHER SCREENING**  
**ILLEGITIMATE DISCHARGE DETECTION DATA SHEET**

- Check all of City drainage areas, clean leaves and debris, as part of annual preventative maintenance and rain/snow events.

**Month: November**

DATE:	11/1	11/2	11/3	11/4	11/5	11/6	11/7	11/8	11/9	11/10	11/11	11/12	11/13	11/14	11/15	11/16	11/17	11/18	11/19	11/20	11/21	11/22	11/23	11/24	11/25	11/26	11/27	11/28	11/29	11/30	N/A
TIME:	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A										
PUBLIC WORKS I.D. NO.:																															
SECTION CODE & No.	C7A	N/A	C7A	C7A	C7A	N/A	N/A	N/A	N/A	N/A	D7	D7	N/A	E2B	N/A	N/A	C9 C9C														
WEATHER:																															
CALM	YES	N/A	YES	YES	NO	N/A	N/A	NO	YES	YES	N/A	YES	N/A	NO	YES	NO	NO	N/A	YES	NO	YES	N/A	N/A	N/A	N/A	NO	YES	N/A	N/A		

CLOUDY	N/A	N/A	N/A	YES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A		
DRY	YES	N/A	YES	NO	YES	N/A	N/A	YES	YES	N/A	NO	YES	YES	YES	NO	NO	YES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
RAIN	N/A	N/A	YES	N/A	N/A	N/A	N/A	N/A	N/A	YES	N/A	N/A	N/A	N/A	N/A	N/A	YES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
SNOW	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
SUNNY	YES	N/A	YES	N/A	YES	N/A	N/A	YES	YES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
WET	YES	N/A	YES	YES	YES	N/A	N/A	YES	YES	N/A	YES	N/A	YES	N/A	YES	YES	YES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
WIND	N/A	N/A	N/A	YES	N/A	N/A	N/A	YES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
TYPE OF DRAINAGE STRUCTURE:																										
PIPE Include size & length	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
UNPAVED DITCH Include length	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	145' 6"	145' 6"	N/A	N/A	N/A	N/A	1935'	1935'	165' 5"	165' 5"	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
PAVED Include length	N/A	180' 0"	180' 0"	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9780'	9780'	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL FOOTAGE	1800'	N/A	180' 0"	180' 0"	N/A	N/A	N/A	145' 6"	145' 6"	N/A	N/A	N/A	N/A	N/A	11715'	11715'	165' 5"	165' 5"	N/A	N/A	N/A	N/A	746' 0"	746' 0"	N/A	N/A
CONDITION ON DRAINAGE AREA:																										
HEAVY SEDIMENT AND/OR EROSION	NO	N/A	NO	NO	NO	N/A	N/A	N/A	N/A	N/A	NO	N/A	N/A	N/A	NO	NO	NO	NO	N/A	N/A	N/A	N/A	N/A	N/A	N/A	



**NOTES:**

Attach any additional information, such as approximate address/location, photos, etc.

# Standard Operating Procedures Manual

## **City of Poquoson Fire and Rescue**



### **City of Poquoson Fire and Rescue**

830 Poquoson Ave.  
Poquoson, VA 23662  
757-868-3510  
F757-868-3514

### **SPECIAL OPERATIONS**

**SOP#:** SO 2.00

**Title:** Hazardous Materials Incident

**Effective Date:** 06/06/2008

**Revised Date:** 06/06/2008

Douglas J. Shewry Jr.  
Fire Chief's Signature

James P. Whelehan  
City Manager's Signature

### **HAZARDOUS MATERIALS INCIDENTS**

#### **I. PURPOSE**

This is to provide guidelines for engine company response to possible hazardous material incidents. Areas addressed within this guideline cover five general areas.

- Actions taken by the engine company upon receipt of and while en route to a possible hazardous materials incident.
- Actions to be taken by the engine company upon arrival at and while on the scene of a possible hazardous materials incident in transportation at fixed facilities.
- Proper response to roadway spills.
- The notification and possible response of the local Hazardous Materials Team.
- Emergency Decontamination of contaminated personnel.

This SOP is not all-inclusive and cannot encompass all situations that may be encountered.

#### **II. APPLICATION**

All Career and Volunteer Personnel

### **III. POLICY**

Upon receipt of a call identifying a possible hazardous materials incident, the first responding officer should use the following guidelines to assist in the initial size-up of the incident.

- 1. Request all available information from the dispatcher.**
  - Nature of the call
  - Who requested the Fire Department / number of calls
  - Type of facility or vehicle(s) involved
  - Number of injured persons, and any outward signs and symptoms.
  - Any specific chemicals, if known
- 2. Obtain wind speed and direction from the dispatcher.**
- 3. Upon arrival**
  - Determine that there is a problem
  - Look for signs of an intentional act; WMD
  - Isolate area of incident, deny entry.
  - Refer to Emergency Response Guidebook for initial actions and isolation distances.**
  - Make notifications as soon as possible, example: Police, Haz-Mat team, Hospitals etc.

#### **Fixed Site Incidents**

**SAFETY OF THE RESPONDING FIREFIGHTERS IS TO BE GIVEN FIRST CONSIDERATION BEFORE ANY ACTION IS UNDERTAKEN.** (It is strongly suggested that the Incident Commander, advise all responding units to stage while an initial assessment is conducted.)

Apparatus should stage **UP-HILL-AND-UP-WIND** at a safe distance from the incident.

Establish Command and gather the following information:

- Locate the person who requested the Fire Department and verify the reason for requesting assistance.
- Attempt to determine the chemicals involved.
- Obtain all available information on the health hazards of the chemicals involved.
- Determine the quantity of chemicals involved.
- Gather all available information on the physical and chemical properties of the chemicals involved. Including if the chemicals react to other products/chemicals.
- Try to obtain MSDS sheets, Bill of Laden, Cargo Manifest or Shipping Papers on the chemicals involved.

Based upon the information gathered, determine if the Engine Company is capable of providing the actions required to **MITIGATE** the hazard.

Request the Hazardous Materials Team for specialized assistance if required.

Determine if evacuation is necessary.

## **Transportation Incidents**

Establish command and gather information.

Attempt to locate the driver of the vehicle and ascertain what products are in the shipment.

Observe the vehicle from a safe distance noting trailer style and construction.

- Box trailer
- Tank trailer and shape of the tank

**LOOK FOR PLACARDS, LABELS, U.N. / N.A. ID NUMBERS ON THE TANK AND RECORD THEM.**

Look for leaks or spills.

- Amount of product that has spilled or leaked.
- Potential danger of entering waterways, storm sewers, or domestic systems

Determine the type and location of damage to vehicle.

Observe vapor production and direction of the vapor plume.

Attempt to obtain the Bill of Lading if it can be done SAFELY.

- Normally located in the pouch on the driver's door or on the driver's seat when the driver is away from the vehicle.
- If two trailers are being drawn in tandem (PIGGY-BACK) the Bill of Lading of the rear trailer may be locked in that trailer and unavailable.
- Intermodal tanks will have a tube secured to the tank with papers inside.

If the vehicle is involved in fire and has liquid or vapor products burning;

- DO NOT EXTINGUISH VALVE FIRES IF CONTAINER IS PRESSURIZED UNLESS THE LEAK CAN BE STOPPED IMMEDIATELY AFTER EXTINGUISHMENT. (Consider tank cooling to prevent B.L.E.V.E.)
- DO NOT ATTEMPT TO EXTINGUISH FIRES USING FOAM UNLESS ENOUGH FOAM IS AT THE INCIDENT TO SUCCESSFULLY EXTINGUISH THE FIRE.

## Roadway Spills

For a small quantity fuel spill on the highways (defined as fuels in storage tanks designed for vehicle operation), spread control should be initiated as necessary to prevent contamination of surrounding waterways. City agencies may be requested as needed for

containment supplies. Because spill quantities should be limited (review above definition), debris can be removed from the scene and transported to the proper facility.

The department of Public Works can be called to the scene with a street sweeper and clean the roadway of any remnants.

### **Hazardous Materials Team**

The Hazardous Materials Team shall be dispatched, by dispatch, during any of the following incidents:

- Any time an Incident Commander requires technical assistance concerning hazardous materials.
- When a hazardous materials incident requires evacuation of the general public or when the incident exposes a hospital, nursing home, school, and/or day care center.
- When personnel encounter products in excess of the following amounts:
  - Poisons - any amount
  - Radioactive - any amount
  - Organic Peroxides - any amount
  - Etiologic Agents (Biomedical materials) - any amount
  - Irritants - any amount
  - Explosives or Blasting Agents - any amount except set explosive devices g) Flammable solids - any amount
  - Flammable Liquids - in excess of 50 gallons
  - Flammable Gases - any amount
  - Corrosives - any amount
  - Oxidizers - any amount
  - Chlorine/Ammonia - any amount
  - Combustible Liquids - in excess of 50 gallons
  - All confirmed Haz-Mat incidents
  - Petroleum spills - in excess of 50 gallons
  - Flammable spills which enter a storm drain or sewer system

### **Emergency Decontamination**

The guidelines below are to be followed in those instances where the appropriate decontamination procedures cannot be followed for reasons of lack of manpower, lack of equipment, lack of time, etc. This technique to be used by the initial engine company, without the resources of the Hazardous Materials Team.

To facilitate this work, it is recommended that a pre-assembled Emergency DECON kit be carried having at least one brush, one bucket and some soap. Failing this, water should be used in copious amounts. A pumper or other water source is required.

The steps to be followed are:

- DECON area is identified.
- Brush off dry product.
- Remove all clothing.
- Thoroughly wash and rinse the victim with soap and water using a brush and not contacting the victim.

These steps should only take a few minutes. They may be altered as necessary.

**Remember that speed is of the essence and that if time or equipment deficiency requires it, thorough washing with water is considered emergency decontamination.**

**Emergency decontamination is to be done rapidly, but effectively. This is very important to insure that there is no product migration from the incident site, so as not to contaminate the transport ambulance or receiving hospital.**

**If there is a question as to whether DECON is thorough, isolate decontaminated personnel until all doubts are answered.**

## Standard Operating Procedures for Responding to Spill Reports and Environmental Concerns

<u>Standard Operating Procedure</u>	
<u>Purpose</u>	In accordance with its MS4 permit, Poquoson must develop a standard operating procedure to react to reports of and mitigate to the maximum extent practicable illicit discharges into its stormwater system. These SOP's are intended to accomplish this goal.
<u>Scope</u>	Reacting to reports of and eliminating illicit discharges is the joint responsibility of all employees. All City departments will respond to reports of illicit discharges by notifying the proper authority in a timely manner.
<u>Notification and Tracking</u>	While several departments (listed below) are equipped to and routinely respond to reports of illicit discharges, City employees receiving reports of illicit discharges are to report all potential spills to the Environmental Compliance Officer (ECO) at 868-3040. Spills occurring within the City's drainage system can also be reported to the Public Works Department. The Environmental Compliance Officer will coordinate the response, first contacting the Public Works and Engineering Departments. In the event the Environmental Compliance Officer is not available, the Engineering Department will take the lead on coordinating the response. The ECO will keep records of and track the spill response and resolution.
<u>Investigation</u>	Upon receiving a report of a spill, the ECO will coordinate the City response, ensure the issue is addressed and arrange for a staff member to investigate the site within a business day. The Fire Department will be notified and take the lead on all spills 5 gallons or larger in size. The ECO will take the lead on E&SC, stormwater and CBPA violations. Public Works will take the lead on other issues impacting the flow, maintenance or condition of the City's drainage system. As spills often involve more than one department's area, Public Works, the ECO and Engineering will be copied on correspondence for all reports.
<u>Fire Department</u>	Will respond to hazardous waste spills and spills of 5 gallons and larger. The FD will notify and file reports with the state EOC, which in turn will notify DEQ if warranted. The FD will follow its SOPs to place booms or other absorbent devices about the spill and to dispose of clean up materials properly. The status of clean up will be communicated to the ECO and the Engineering Department.
<u>Public Works Employees</u>	Will respond to reports of spills, obstructions, and other discharges impacting the City's streets or drainage system. In the event the spill is potentially hazardous or is more than 5 gallons, PW will notify and coordinate with the FD. Public works employees will deploy their spill kit materials as needed to ensure the spill is contained and will dispose of all materials used in the appropriate container at the Public Works yard so that the items are properly disposed of. Public works will restore or will coordinate the repair and restoration of all damaged City infrastructure if work is performed by the party responsible for the spill. Public Works will track all expenses related to spill response. Public Works will communicate with and provide updates to the ECO and the Engineering Department.
<u>City Inspector</u>	The City Inspector or the designee of the City Inspector is a Public Works Employee and will take the lead in coordinating the Public Works response.
<u>Engineering Department</u>	The Engineering Department will assist by inspecting, notifying property owners or coordinating the response in the event the ECO is not available. The Department will consolidate spill information for inclusion in the annual MS4 permit report.

## Illicit Discharge Response Summary Table

Source of Illicit Discharge	Date observed, reported or test	Was Discharge Discovered by Staff, through On Weather Observation (DWS), Reported by the Public (BPA), or by Other Means (OM)?	Investigation Response	Follow Up Activities		Date Investigation Was Closed	Did Spill Occur Within or Outside MSA?
				Enforcement Actions	Follow Up Activities		
Motor vehicle accident caused fluids to be leaked on to a public road	8/19/2021	RP: The Fire department responded to a report of a car accident.	The Fire Department responded to the call and the spill was contained with oil dry.	Debris was swept off the road and command of the scene was given to Piquaam PD		8/19/2021	Discharge did not reach the MSA but occurred within the MSA service area.
Motor vehicle accident caused fluids to be leaked on to a public road.	9/13/2021	RP: The Fire department responded to a report of a car accident.	The Fire Department responded to the call and oil dry was placed down to control the spill.	Tow truck on scene cleaned fluids that were leaking and removed both vehicles from the roadway.		9/13/2021	Discharge did not reach the MSA but occurred within the MSA service area.
Single Car accident that caused a minor oil leak	10/2/2021	RP: The Fire department responded to a report of a car accident.	The Fire Department responded to the call and put down small amount of oil dry.	The Fire Department applied absorbents to the spill and properly disposed of the materials.		10/1/2021	Discharge did not reach the MSA but occurred within the MSA service area.
Motor vehicle accident caused fluids to be leaked on to a public road.	10/10/2021	RP: The Fire department responded to a report of a car accident.	The Fire Department responded to the call and applied oil dry to the road surface in a dam form to prevent any fluids from entering the MSA.	The Fire Department applied absorbents to the spill and properly disposed of the materials.		10/10/2021	Discharge did not reach the MSA but occurred within the MSA service area.
Unintended boat appeared to be leaking diesel fuel in Creek	1/5/2022	RP: A man at the marina noticed a sheen throughout most of the marina.	Units responded to the leak and identified the boat they thought to be the source of the leak. They notified VDM, and a representative arrived at the scene to investigate. VDM representative advised that since there was no active leak and the sheen was dissipating that no action was needed.	Dock manager and boat owner were contacted and owner explained that he had noticed some oil being pumped out when he turned on his bilge pump and immediately turned it off. No active hazard was discovered.		1/5/2022	Spill occurred in state waters and the relevant authorities were contacted.
Motor vehicle accident caused fluids to be leaked on to a public road.	4/6/2022	RP: The Fire department responded to a report of a car accident.	The Fire Department responded to the call and used natural earth and oil dry to dam the fluids running from the vehicle in both directions.	The Fire Department applied absorbents to the spill and properly disposed of the materials.		4/6/2022	Discharge did not reach the MSA but occurred within the MSA service area.

<b>A</b>		73500	VA	MM 01	DD 05	YYYY 2022	ST2	0000017	000	<input type="checkbox"/> Delete	<input type="checkbox"/> Change	<input type="checkbox"/> No Activity	<b>NFIRS-1 Basic</b>	
FDID		State	Incident Date	Station	Incident Number		Exposure							
<b>B Location Type</b>		<input type="checkbox"/> Check this box to indicate that the address for this incident is provided on the Wildland Fire Module in Section B, "Alternative Location Specification." Use only for wildland fires.												
<input type="checkbox"/> Street address <input type="checkbox"/> Intersection <input type="checkbox"/> In front of <input type="checkbox"/> Rear of <input checked="" type="checkbox"/> Adjacent to <input type="checkbox"/> Directions <input type="checkbox"/> U.S. National Grid		105	Prefix	RENS	RD									
		Number/Milepost	Street or Highway	Poquoson	VA	23662	-	Street Type	Suffix					
		Apt/Suite/Room	City	State	ZIP Code									
Cross Street, Directions or National Grid, as applicable														
<b>C Incident Type</b>		411	Gasoline or other flam...											
Incident Type														
<b>D Aid Given or Received</b>		<input checked="" type="checkbox"/> None												
1 <input type="checkbox"/> Mutual aid received 2 <input type="checkbox"/> Auto. aid received 3 <input type="checkbox"/> Mutual aid given 4 <input type="checkbox"/> Auto. aid given 5 <input type="checkbox"/> Other aid given		Their FDID Their State Their Incident Number												
<b>E1 Dates and Times</b>		Midnight is 0000												
		Month	Day	Year	Hour	Min								
		01	05	2022	16	22								
		ALARM always required												
		Arrival  1630 <input type="checkbox"/> Controlled <input checked="" type="checkbox"/> Last Unit Cleared 1745												
		ARRIVAL required, unless canceled or did not arrive												
		CONTROLLED optional, except for wildland fires												
		LAST UNIT CLEARED, required except for wildland fires												
<b>E2 Shifts and Alarms</b>														
		Local Option												
Shift or Platoon Alarms District														
<b>E3 Special Studies</b>														
		Local Option												
		Special Study ID# Special Study Value												
<b>F Actions Taken</b>														
86		Investigate												
Primary Action Taken (1)														
Additional Action Taken (2)														
Additional Action Taken (3)														
<b>G1 Resources</b>														
		<input checked="" type="checkbox"/> Check this box and skip this block if an Apparatus or Personnel Module is used.												
		Apparatus  Personnel Suppression EMS Other												
		<input type="checkbox"/> Check box if resource counts include aid received resources.												
<b>G2 Estimated Dollar Losses and Values</b>														
		<b>LOSSES:</b> Required for all fires if known. Optional for non-fires. <input type="checkbox"/> None												
		Property \$  ,  , <input type="checkbox"/> Contents \$  ,  , <input type="checkbox"/>												
		PRE-INCIDENT VALUE: Optional												
		Property \$  ,  , <input type="checkbox"/> Contents \$  ,  , <input type="checkbox"/>												
<b>H1★ Casualties</b> <input checked="" type="checkbox"/> None														
		Deaths	Injuries											
Fire Service Civilian														
<b>H2 Detector</b>														
Required for confined fires.														
1 <input type="checkbox"/> Detector alerted occupants 2 <input type="checkbox"/> Detector did not alert them U <input type="checkbox"/> Unknown														
<b>H3 Hazardous Materials Release</b>		<input type="checkbox"/> None												
		1 <input type="checkbox"/> Natural gas: slow leak, no evacuation or HazMat actions 2 <input type="checkbox"/> Propane gas: <21-lb tank (as in home BBQ grill) 3 <input type="checkbox"/> Gasoline: vehicle fuel tank or portable container 4 <input type="checkbox"/> Kerosene: fuel burning equipment or portable storage 5 <input type="checkbox"/> Diesel fuel/fuel oil: vehicle fuel tank or portable storage 6 <input type="checkbox"/> Household solvents: home/office spill, cleanup only 7 <input checked="" type="checkbox"/> Motor oil: from engine or portable container 8 <input type="checkbox"/> Paint: from paint cans totaling <55 gallons 9 <input type="checkbox"/> Other: special HazMat actions required or spill > 55 gal												
		(Please complete the HazMat form.)												
<b>I Mixed Use Property</b>		<input type="checkbox"/> Not mixed												
		10 <input type="checkbox"/> Assembly use 20 <input type="checkbox"/> Education use 33 <input type="checkbox"/> Medical use 40 <input type="checkbox"/> Residential use 51 <input type="checkbox"/> Row of stores 53 <input type="checkbox"/> Enclosed mall 58 <input type="checkbox"/> Business & residential 59 <input type="checkbox"/> Office use 60 <input type="checkbox"/> Industrial use 63 <input type="checkbox"/> Military use 65 <input type="checkbox"/> Farm use 00 <input type="checkbox"/> Other mixed use												
<b>J Property Use</b>		<input type="checkbox"/> None												
Structures		341 <input type="checkbox"/> Clinic, clinic-type infirmary 342 <input type="checkbox"/> Doctor/Dentist office 361 <input type="checkbox"/> Prison or jail, not juvenile 419 <input type="checkbox"/> 1- or 2-family dwelling 429 <input type="checkbox"/> Multifamily dwelling 439 <input type="checkbox"/> Rooming/Boarding house 449 <input type="checkbox"/> Commercial hotel or motel 459 <input type="checkbox"/> Residential, board and care 464 <input type="checkbox"/> Dormitory/Barracks 519 <input type="checkbox"/> Food and beverage sales												
		539 <input type="checkbox"/> Household goods, sales, repairs 571 <input type="checkbox"/> Gas or service station 579 <input type="checkbox"/> Motor vehicle/boat sales/repairs 599 <input type="checkbox"/> Business office 615 <input type="checkbox"/> Electric-generating plant 629 <input type="checkbox"/> Laboratory/Science laboratory 700 <input type="checkbox"/> Manufacturing plant 819 <input type="checkbox"/> Livestock/Poultry storage (barn) 882 <input type="checkbox"/> Non-residential parking garage 891 <input type="checkbox"/> Warehouse												
Outside		936 <input type="checkbox"/> Vacant lot 938 <input type="checkbox"/> Graded/Cared for plot of land 946 <input type="checkbox"/> Lake, river, stream 951 <input type="checkbox"/> Railroad right-of-way 960 <input type="checkbox"/> Other street 961 <input type="checkbox"/> Highway/Divided highway 962 <input type="checkbox"/> Residential street/driveway												
		981 <input type="checkbox"/> Construction site 984 <input type="checkbox"/> Industrial plant yard												
		Look up and enter a Property Use code and description only if you have NOT checked a Property Use box.												
		<b>Property Use</b> 941 Code Open ocean, sea or...												
		Property Use Description NFIRS-1 Revision 01/01/05												

**K1 Person/Entity Involved**

Local Option

Business Name (if applicable)

Area Code

Phone Number

Check this box if same address as incident location (Section B). Then skip the three duplicate address lines.

Mr., Ms., Mrs.	First Name	MI	Last Name	Suffix
Number	Prefix	Street or Highway		Street Type
Post Office Box		Apt./Suite/Room	City	
State	ZIP Code			

More people involved? Check this box and attach Supplemental Forms (NFIRS-1S) as necessary.

**K2 Owner**

Same as person involved?  
Then check this box and skip the rest of this block.

Local Option

Business Name (if applicable)

804 - 572 - 0658

Area Code

Phone Number

Check this box if same address as incident location (Section B). Then skip the three duplicate address lines.

MR	Thomas	MI	Dill	Suffix
Number	Prefix	Street or Highway		Street Type
Post Office Box		Apt./Suite/Room	City	
State	ZIP Code			

**L Remarks:**

The incident narrative is printed on the Supplemental Form.

More remarks? Check this box and attach Supplemental Forms (NFIRS-1S) as necessary.

**M Authorization**

Check box if same as Officer in charge  
Officer in charge →

101

Signature

Position or rank

Officer

01

05

2022

Month

Day

Year

Member making report ID  
123456

Signature

Position or rank

Driver

01

05

2022

Month

Day

Year

<b>A</b>	<input type="text"/> FDID	<input type="text"/> State	<input type="text"/> MM	<input type="text"/> DD	<input type="text"/> YYYY	<input type="text"/> Station	<input type="text"/> Incident Number	<input type="checkbox"/> Delete	<input type="checkbox"/> Change																				
					<b>NFIRS-1S Supplemental</b>																								
<b>K1 Person/Entity Involved</b>																													
Local Option																													
<input type="text"/> Business Name (if applicable) <input type="text"/> - <input type="text"/> - <input type="text"/> Area Code <input type="text"/> Phone Number																													
<p><input type="checkbox"/> Check this box if same address as incident location. Then skip these three duplicate address lines.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><input type="text"/> Mr., Ms., Mrs.</td> <td style="width: 15%;"><input type="text"/> First Name</td> <td style="width: 15%;"><input type="text"/> MI</td> <td style="width: 15%;"><input type="text"/> Last Name</td> <td style="width: 15%;"><input type="text"/> Suffix</td> </tr> <tr> <td><input type="text"/> Number</td> <td><input type="text"/> Prefix</td> <td colspan="3"><input type="text"/> Street or Highway <input type="text"/> Street Type <input type="text"/> Suffix</td> </tr> <tr> <td colspan="2"> <input type="text"/> Post Office Box</td> <td colspan="2"><input type="text"/> Apt./Suite/Room</td> <td><input type="text"/> City</td> </tr> <tr> <td><input type="text"/> State</td> <td colspan="3"><input type="text"/> ZIP Code</td> <td><input type="text"/> -</td> </tr> </table>										<input type="text"/> Mr., Ms., Mrs.	<input type="text"/> First Name	<input type="text"/> MI	<input type="text"/> Last Name	<input type="text"/> Suffix	<input type="text"/> Number	<input type="text"/> Prefix	<input type="text"/> Street or Highway <input type="text"/> Street Type <input type="text"/> Suffix			<input type="text"/> Post Office Box		<input type="text"/> Apt./Suite/Room		<input type="text"/> City	<input type="text"/> State	<input type="text"/> ZIP Code			<input type="text"/> -
<input type="text"/> Mr., Ms., Mrs.	<input type="text"/> First Name	<input type="text"/> MI	<input type="text"/> Last Name	<input type="text"/> Suffix																									
<input type="text"/> Number	<input type="text"/> Prefix	<input type="text"/> Street or Highway <input type="text"/> Street Type <input type="text"/> Suffix																											
<input type="text"/> Post Office Box		<input type="text"/> Apt./Suite/Room		<input type="text"/> City																									
<input type="text"/> State	<input type="text"/> ZIP Code			<input type="text"/> -																									
<p> <b>K1 Person/Entity Involved</b></p>																													
Local Option																													
<input type="text"/> Business Name (if applicable) <input type="text"/> - <input type="text"/> - <input type="text"/> Area Code <input type="text"/> Phone Number																													
<p><input type="checkbox"/> Check this box if same address as incident location. Then skip these three duplicate address lines.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><input type="text"/> Mr., Ms., Mrs.</td> <td style="width: 15%;"><input type="text"/> First Name</td> <td style="width: 15%;"><input type="text"/> MI</td> <td style="width: 15%;"><input type="text"/> Last Name</td> <td style="width: 15%;"><input type="text"/> Suffix</td> </tr> <tr> <td><input type="text"/> Number</td> <td><input type="text"/> Prefix</td> <td colspan="3"><input type="text"/> Street or Highway <input type="text"/> Street Type <input type="text"/> Suffix</td> </tr> <tr> <td colspan="2"> <input type="text"/> Post Office Box</td> <td colspan="2"><input type="text"/> Apt./Suite/Room</td> <td><input type="text"/> City</td> </tr> <tr> <td><input type="text"/> State</td> <td colspan="3"><input type="text"/> ZIP Code</td> <td><input type="text"/> -</td> </tr> </table>										<input type="text"/> Mr., Ms., Mrs.	<input type="text"/> First Name	<input type="text"/> MI	<input type="text"/> Last Name	<input type="text"/> Suffix	<input type="text"/> Number	<input type="text"/> Prefix	<input type="text"/> Street or Highway <input type="text"/> Street Type <input type="text"/> Suffix			<input type="text"/> Post Office Box		<input type="text"/> Apt./Suite/Room		<input type="text"/> City	<input type="text"/> State	<input type="text"/> ZIP Code			<input type="text"/> -
<input type="text"/> Mr., Ms., Mrs.	<input type="text"/> First Name	<input type="text"/> MI	<input type="text"/> Last Name	<input type="text"/> Suffix																									
<input type="text"/> Number	<input type="text"/> Prefix	<input type="text"/> Street or Highway <input type="text"/> Street Type <input type="text"/> Suffix																											
<input type="text"/> Post Office Box		<input type="text"/> Apt./Suite/Room		<input type="text"/> City																									
<input type="text"/> State	<input type="text"/> ZIP Code			<input type="text"/> -																									
<p> <b>K1 Person/Entity Involved</b></p>																													
Local Option																													
<input type="text"/> Business Name (if applicable) <input type="text"/> - <input type="text"/> - <input type="text"/> Area Code <input type="text"/> Phone Number																													
<p><input type="checkbox"/> Check this box if same address as incident location. Then skip these three duplicate address lines.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><input type="text"/> Mr., Ms., Mrs.</td> <td style="width: 15%;"><input type="text"/> First Name</td> <td style="width: 15%;"><input type="text"/> MI</td> <td style="width: 15%;"><input type="text"/> Last Name</td> <td style="width: 15%;"><input type="text"/> Suffix</td> </tr> <tr> <td><input type="text"/> Number</td> <td><input type="text"/> Prefix</td> <td colspan="3"><input type="text"/> Street or Highway <input type="text"/> Street Type <input type="text"/> Suffix</td> </tr> <tr> <td colspan="2"> <input type="text"/> Post Office Box</td> <td colspan="2"><input type="text"/> Apt./Suite/Room</td> <td><input type="text"/> City</td> </tr> <tr> <td><input type="text"/> State</td> <td colspan="3"><input type="text"/> ZIP Code</td> <td><input type="text"/> -</td> </tr> </table>										<input type="text"/> Mr., Ms., Mrs.	<input type="text"/> First Name	<input type="text"/> MI	<input type="text"/> Last Name	<input type="text"/> Suffix	<input type="text"/> Number	<input type="text"/> Prefix	<input type="text"/> Street or Highway <input type="text"/> Street Type <input type="text"/> Suffix			<input type="text"/> Post Office Box		<input type="text"/> Apt./Suite/Room		<input type="text"/> City	<input type="text"/> State	<input type="text"/> ZIP Code			<input type="text"/> -
<input type="text"/> Mr., Ms., Mrs.	<input type="text"/> First Name	<input type="text"/> MI	<input type="text"/> Last Name	<input type="text"/> Suffix																									
<input type="text"/> Number	<input type="text"/> Prefix	<input type="text"/> Street or Highway <input type="text"/> Street Type <input type="text"/> Suffix																											
<input type="text"/> Post Office Box		<input type="text"/> Apt./Suite/Room		<input type="text"/> City																									
<input type="text"/> State	<input type="text"/> ZIP Code			<input type="text"/> -																									
<p> <b>K1 Person/Entity Involved</b></p>																													
Local Option																													
<input type="text"/> Business Name (if applicable) <input type="text"/> - <input type="text"/> - <input type="text"/> Area Code <input type="text"/> Phone Number																													
<p><input type="checkbox"/> Check this box if same address as incident location. Then skip these three duplicate address lines.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><input type="text"/> Mr., Ms., Mrs.</td> <td style="width: 15%;"><input type="text"/> First Name</td> <td style="width: 15%;"><input type="text"/> MI</td> <td style="width: 15%;"><input type="text"/> Last Name</td> <td style="width: 15%;"><input type="text"/> Suffix</td> </tr> <tr> <td><input type="text"/> Number</td> <td><input type="text"/> Prefix</td> <td colspan="3"><input type="text"/> Street or Highway <input type="text"/> Street Type <input type="text"/> Suffix</td> </tr> <tr> <td colspan="2"> <input type="text"/> Post Office Box</td> <td colspan="2"><input type="text"/> Apt./Suite/Room</td> <td><input type="text"/> City</td> </tr> <tr> <td><input type="text"/> State</td> <td colspan="3"><input type="text"/> ZIP Code</td> <td><input type="text"/> -</td> </tr> </table>										<input type="text"/> Mr., Ms., Mrs.	<input type="text"/> First Name	<input type="text"/> MI	<input type="text"/> Last Name	<input type="text"/> Suffix	<input type="text"/> Number	<input type="text"/> Prefix	<input type="text"/> Street or Highway <input type="text"/> Street Type <input type="text"/> Suffix			<input type="text"/> Post Office Box		<input type="text"/> Apt./Suite/Room		<input type="text"/> City	<input type="text"/> State	<input type="text"/> ZIP Code			<input type="text"/> -
<input type="text"/> Mr., Ms., Mrs.	<input type="text"/> First Name	<input type="text"/> MI	<input type="text"/> Last Name	<input type="text"/> Suffix																									
<input type="text"/> Number	<input type="text"/> Prefix	<input type="text"/> Street or Highway <input type="text"/> Street Type <input type="text"/> Suffix																											
<input type="text"/> Post Office Box		<input type="text"/> Apt./Suite/Room		<input type="text"/> City																									
<input type="text"/> State	<input type="text"/> ZIP Code			<input type="text"/> -																									

**E3****Supplemental Special Studies**

Local Option

**NFIRS-1S  
Supplemental**1    
Special Study ID#      Special Study Value2    
Special Study ID#      Special Study Value3    
Special Study ID#      Special Study Value4    
Special Study ID#      Special Study Value5    
Special Study ID#      Special Study Value6    
Special Study ID#      Special Study Value7    
Special Study ID#      Special Study Value8    
Special Study ID#      Special Study Value

NFIRS-1S Revision 01/01/04

**L****Remarks:**

Local Option

**COREY POWELL**

Units responded to a possible diesel leak from a boat U/A found a male who was working on his boat who stated that he noticed a sheen throughout most of the marina. He stated that he thought it could be coming from a fishing boat a little farther down the creek. The boat in question was docked on dock F. The guy stated that earlier today someone came to work on the boat but didn't have any other information. The sheen seemed to originate from the boat in question named "Wastin Time" with haul number VA 288CH. VDEM was notified a representative responded to the scene to investigate. Boat didn't appear to have an active leak and the sheen in the marina was dissipating. VDEM advised that no action was needed unless an active leak was found. Dock manager was contacted, who gave us the boat owners contact information. Owner was contacted and he advised that he winterized the boat earlier today. He stated that he briefly turned on the bilge pump on when he noticed some left over oil being pumped out. He immediately turned it off and advised that he was working on getting the bilge cleaned out. No active hazard was found. Units cleared scene.

FDID		VA	01	05	YYYY 2022	Station	0000017	000	<input type="checkbox"/> Delete			
State		Incident Date		Midnight is 0000					<input type="checkbox"/> Change			
Apparatus or Resources		Dates and Times				Sent		Number of People	Apparatus Use <input type="checkbox"/>	Actions Taken		
		Check if same date as Alarm date on the Basic Module (Block E1). Month Day Year Hour/Min				<input checked="" type="checkbox"/>		<input type="checkbox"/>	Check ONE box for each apparatus to indicate its main use at the incident. <input checked="" type="checkbox"/> Suppression <input type="checkbox"/> EMS <input checked="" type="checkbox"/> Other		List up to 4 actions for each apparatus and each personnel.	
1	ID	PBAT1		Dispatch	<input checked="" type="checkbox"/>	1623	Sent	<input checked="" type="checkbox"/>	1	86		
★Type		92		Arrival	<input checked="" type="checkbox"/>	1632						
				Clear	<input checked="" type="checkbox"/>	1720						
Personnel ID			Name		Rank or Grade	Attend <input checked="" type="checkbox"/>	Action Taken	Action Taken	Action Taken	Action Taken		
101			JOHN YOUNG			<input checked="" type="checkbox"/>						
						<input type="checkbox"/>						
						<input type="checkbox"/>						
						<input type="checkbox"/>						
						<input type="checkbox"/>						
2	ID	PM2		Dispatch	<input checked="" type="checkbox"/>	1623	Sent	<input checked="" type="checkbox"/>	2	86		
★Type		76		Arrival	<input checked="" type="checkbox"/>	1630						
				Clear	<input checked="" type="checkbox"/>	1700						
Personnel ID			Name		Rank or Grade	Attend <input checked="" type="checkbox"/>	Action Taken	Action Taken	Action Taken	Action Taken		
100001			CODY TORRENCE			<input checked="" type="checkbox"/>						
453			TRAVIS WATERS			<input checked="" type="checkbox"/>						
						<input type="checkbox"/>						
						<input type="checkbox"/>						
						<input type="checkbox"/>						
3	ID	PE2		Dispatch	<input checked="" type="checkbox"/>	1623	Sent	<input checked="" type="checkbox"/>	2	86		
★Type		11		Arrival	<input checked="" type="checkbox"/>	1630						
				Clear	<input checked="" type="checkbox"/>	1745						
Personnel ID			Name		Rank or Grade	Attend <input checked="" type="checkbox"/>	Action Taken	Action Taken	Action Taken	Action Taken		
123456			COREY POWELL			<input checked="" type="checkbox"/>						
1177			ELIJAH ROSSI			<input checked="" type="checkbox"/>						
						<input type="checkbox"/>						
						<input type="checkbox"/>						
						<input type="checkbox"/>						
						<input type="checkbox"/>						

<b>A</b>	<input type="text"/> FDID	<input type="text"/> VA State	<input type="text"/> MM 01 Incident Date	<input type="text"/> DD 05	<input type="text"/> YYYY 2022	<input type="text"/> Station	<input type="text"/> 0000017 Incident Number	<input type="text"/> 000 Exposure	<input type="checkbox"/> Delete	<input type="checkbox"/> Change	<input type="checkbox"/> No Activity	<b>ESO-1 Non-NFIRS Fields</b>
----------	---------------------------	-------------------------------	--	----------------------------	--------------------------------	------------------------------	--	-----------------------------------	---------------------------------	---------------------------------	--------------------------------------	-------------------------------

**E1 Additional Incident Times**

Month	Day	Year	Hour Min	Month	Day	Year	Hour Min		
PSAP Received	01	05	2022	1622	Dispatch Notified	01	05	2022	1622

<b>B</b>	<b>Apparatus or Resources</b>	<b>Dates and Times</b>	Midnight is 0000	
		Month Day Year Hour/Min		
1	ID <input type="text"/> PBAT1	En Route <input type="text"/> 01 <input type="text"/> 05 <input type="text"/> 2022 <input type="text"/> 1625	<input type="checkbox"/> ID <input type="text"/>	En Route <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Type <input type="text"/>	District <input type="text"/> 01 <input type="text"/> 05 <input type="text"/> 2022 <input type="text"/>	<input type="checkbox"/> Type <input type="text"/>	District <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
2	ID <input type="text"/> PM2	En Route <input type="text"/> 01 <input type="text"/> 05 <input type="text"/> 2022 <input type="text"/> 1624	<input type="checkbox"/> ID <input type="text"/>	En Route <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Type <input type="text"/>	District <input type="text"/> 01 <input type="text"/> 05 <input type="text"/> 2022 <input type="text"/>	<input type="checkbox"/> Type <input type="text"/>	District <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
3	ID <input type="text"/> PE2	En Route <input type="text"/> 01 <input type="text"/> 05 <input type="text"/> 2022 <input type="text"/> 1624	<input type="checkbox"/> ID <input type="text"/>	En Route <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Type <input type="text"/>	District <input type="text"/> 01 <input type="text"/> 05 <input type="text"/> 2022 <input type="text"/>	<input type="checkbox"/> Type <input type="text"/>	District <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
4	ID <input type="text"/>	En Route <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="checkbox"/> ID <input type="text"/>	En Route <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Type <input type="text"/>	District <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="checkbox"/> Type <input type="text"/>	District <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>



## NFIRS-1 Basic

**A**

73500	VA	10	01	2021	Station 2 (PFDSta2)	PF-2021-0001521	0
FDID	State	Month	Day	Year	Station	Number	Exposure

**B Location Type**

Census tract:

- Street Address
- Intersection
- In Front Of
- Rear Of
- Adjacent To
- Directions
- US National Grid

404		WYTHE CREEK	RD-Road	
Number	Prefix	Street or Highway	Street Type	Suffix

	POQUOSON	VA	23662
Apt./Suite/Room	City	State	Zip Code

Cross Street
--------------

**C****Incident Type**

324-Motor vehicle accident with no injuries.

**D****Aid Given Or Received**

- 1 Mutual Aid Received
- 2 Auto. Aid Received
- 3 Mutual Aid Given
- 4 Auto. Aid Given
- 5 Other Aid Given
- None

Their FDID	Their State
Their Incident Number	

**E1 Dates and Times**

Alarm 10 01 2021 09:05

Arrival 10 01 2021 09:08

Controlled

Last Unit Cleared 10 01 2021 09:28

**E2 Shifts and Alarms**

8		2
Shift or Platoon	Alarms	District

**E3 Special Studies**

ID#	Value

<b>F Actions Taken</b> <input checked="" type="checkbox"/> 86-Investigate Primary Action Taken		<b>G1 Resources</b> <input checked="" type="checkbox"/> Apparatus or Personnel Module is used.									
		<table border="1"> <tr> <td>Apparatus</td> <td>Personnel</td> </tr> <tr> <td>Suppression</td> <td>0</td> </tr> <tr> <td>EMS</td> <td>0</td> </tr> <tr> <td>Other</td> <td>1 2</td> </tr> </table> <p><input checked="" type="checkbox"/> Resource counts include aid received resources.</p>		Apparatus	Personnel	Suppression	0	EMS	0	Other	1 2
Apparatus	Personnel										
Suppression	0										
EMS	0										
Other	1 2										
		<b>G2 Estimated Dollar Losses and Values</b> <b>Losses:</b> Required for all fires if known. Optional for all non-fires. None Property: \$ <input type="text"/> <input checked="" type="checkbox"/> Contents: \$ <input type="text"/> <input checked="" type="checkbox"/> <b>Pre-Incident Values:</b> Optional None Property: \$ <input type="text"/> <input checked="" type="checkbox"/> Contents: \$ <input type="text"/> <input checked="" type="checkbox"/>									

<b>Completed Modules</b> <input type="checkbox"/> 2 - Fire <input type="checkbox"/> 3 - Structure Fire <input type="checkbox"/> 4 - Civilian Fire Cas. <input type="checkbox"/> 5 - Fire Service Cas. <input type="checkbox"/> 6 - EMS <input type="checkbox"/> 7 - HazMat <input type="checkbox"/> 8 - Wildland Fire <input type="checkbox"/> 9 - Apparatus <input type="checkbox"/> 10 - Personnel <input type="checkbox"/> 11 - Arson		<b>H1 Casualties</b> <input checked="" type="checkbox"/> None <table border="1"> <tr> <td></td> <td>Deaths</td> <td>Injuries</td> </tr> <tr> <td>Fire Service</td> <td>0</td> <td>0</td> </tr> <tr> <td>Civilian</td> <td>0</td> <td>0</td> </tr> </table> <b>H2 Detector</b> Required for Confined Fires <input checked="" type="checkbox"/> 1 - Detector Alerted Occupants <input type="checkbox"/> 2 - Detector Did Not Alert Them <input checked="" type="checkbox"/> 3 - Unknown			Deaths	Injuries	Fire Service	0	0	Civilian	0	0	<b>H3 Hazardous Materials Release</b> <table border="1"> <tr> <td>1 - Natural Gas</td> </tr> <tr> <td><input type="checkbox"/> 2 - Propane Gas</td> </tr> <tr> <td><input type="checkbox"/> 3 - Gasoline</td> </tr> <tr> <td><input type="checkbox"/> 4 - Kerosene</td> </tr> <tr> <td><input type="checkbox"/> 5 - Diesel Fuel / Fuel Oil</td> </tr> <tr> <td><input type="checkbox"/> 6 - Household Solvents</td> </tr> <tr> <td><input checked="" type="checkbox"/> 7 - Motor Oil</td> </tr> <tr> <td><input type="checkbox"/> 8 - Paint</td> </tr> <tr> <td><input type="checkbox"/> 0 - Other</td> </tr> <tr> <td><input type="checkbox"/> None</td> </tr> </table>		1 - Natural Gas	<input type="checkbox"/> 2 - Propane Gas	<input type="checkbox"/> 3 - Gasoline	<input type="checkbox"/> 4 - Kerosene	<input type="checkbox"/> 5 - Diesel Fuel / Fuel Oil	<input type="checkbox"/> 6 - Household Solvents	<input checked="" type="checkbox"/> 7 - Motor Oil	<input type="checkbox"/> 8 - Paint	<input type="checkbox"/> 0 - Other	<input type="checkbox"/> None	<b>I Mixed Use Property</b> <input checked="" type="checkbox"/> Not Mixed <input type="checkbox"/> 10 - Assembly Use <input type="checkbox"/> 20 - Education Use <input type="checkbox"/> 33 - Medical Use <input type="checkbox"/> 40 - Residential Use <input type="checkbox"/> 51 - Row Of Stores <input type="checkbox"/> 53 - Enclosed Mall <input type="checkbox"/> 58 - Business and Residential <input type="checkbox"/> 59 - Office Use <input type="checkbox"/> 60 - Industrial Use <input type="checkbox"/> 63 - Military Use <input type="checkbox"/> 65 - Farm Use <input type="checkbox"/> 00 - Other Mixed Use	
	Deaths	Injuries																								
Fire Service	0	0																								
Civilian	0	0																								
1 - Natural Gas																										
<input type="checkbox"/> 2 - Propane Gas																										
<input type="checkbox"/> 3 - Gasoline																										
<input type="checkbox"/> 4 - Kerosene																										
<input type="checkbox"/> 5 - Diesel Fuel / Fuel Oil																										
<input type="checkbox"/> 6 - Household Solvents																										
<input checked="" type="checkbox"/> 7 - Motor Oil																										
<input type="checkbox"/> 8 - Paint																										
<input type="checkbox"/> 0 - Other																										
<input type="checkbox"/> None																										

<b>J Property Use</b> <input type="checkbox"/> None <b>Structures</b> 131 <input type="checkbox"/> Church, Place of Worship 161 <input type="checkbox"/> Restaurant or Cafeteria 162 <input type="checkbox"/> Bar/Tavern or Nightclub 213 <input type="checkbox"/> Elementary School, Kindergarten 215 <input type="checkbox"/> High School, Junior High 241 <input type="checkbox"/> College, Adult Education 311 <input type="checkbox"/> Nursing Home 331 <input type="checkbox"/> Hospital		341 <input type="checkbox"/> Clinic, Clinic-Type Infirmary 342 <input type="checkbox"/> Doctor/Dentist Office 361 <input type="checkbox"/> Prison or Jail, Not Juvenile 419 <input type="checkbox"/> 1- or 2-Family Dwelling 429 <input type="checkbox"/> MultiFamily Dwelling 439 <input type="checkbox"/> Rooming/Boarding House 449 <input type="checkbox"/> Commerical Hotel or Motel 459 <input type="checkbox"/> Residential, Board and Care 464 <input type="checkbox"/> Dormitory/Barracks 519 <input type="checkbox"/> Food and Beverage Sales		539 <input type="checkbox"/> Household Goods, Sales, Repairs 571 <input type="checkbox"/> Gas or Service Station 579 <input type="checkbox"/> Motor Vehicle/Boat Sales/Repairs 599 <input type="checkbox"/> Business Office 615 <input type="checkbox"/> Electric-Generating Plant 629 <input type="checkbox"/> Laboratory/Science Laboratory 700 <input type="checkbox"/> Manufacturing Plant 819 <input type="checkbox"/> Livestock/Poultry Storage (Barn) 882 <input type="checkbox"/> Non-Residential Parking Garage 891 <input type="checkbox"/> Warehouse	
<b>Outside</b> 124 <input type="checkbox"/> Playground or Park 655 <input type="checkbox"/> Crops or Orchard 669 <input type="checkbox"/> Forest (Timberland) 807 <input type="checkbox"/> Outdoor Storage Area 919 <input type="checkbox"/> Dump or Sanitary Landfill 931 <input type="checkbox"/> Open Land or Field 936 <input type="checkbox"/> Vacant Lot		938 <input type="checkbox"/> Graded/Cared for Plot of Land 946 <input type="checkbox"/> Lake, River, Stream 951 <input type="checkbox"/> Railroad Right-of-Way 960 <input type="checkbox"/> Other Street 961 <input type="checkbox"/> Highway/Divided Highway 962 <input checked="" type="checkbox"/> Residential Street/Driveway 981 <input type="checkbox"/> Construction Site 984 <input type="checkbox"/> Industrial Plant Yard		<b>Property Use:</b> <input type="text"/> <b>Description:</b> Look up and enter a Property Use code and description only if you have NOT checked a Property Use box.	

<b>K2</b>					
<b>Owner</b>					
Local Option		Person/Entity Type		Business Name (if applicable)	
<input type="text"/>		<input type="text"/>		<input type="text"/>	
Mr., Ms., Mrs.		First Name		MI	
<input type="text"/>		<input type="text"/>		<input type="text"/>	
Number		Prefix		Street or Highway	
<input type="text"/>		<input type="text"/>		<input type="text"/>	
Post Office Box		Apt./Suite/Room		City	
<input type="text"/>		<input type="text"/>		<input type="text"/>	
State		Zip Code		<input type="text"/>	

**L Remarks:**

Units responded as noted to Single MVC. Vehicle was found on side of road with minor damage to front end and undercarriage. No injuries reported, no airbag deployment. Driver stated he was tired and must have fallen asleep, running off the road. Minor oil leak was noted and oil dry was applied. No hazard remained, unit cleared and returned to service.

**M Authorization**

1248	Wolkowich, Christopher	Lieutenant/Intermediate		10/01/2021
Officer In Charge ID	Signature	Position or Rank	Assignment	Date
1177	Rossi, Elijah	Lieutenant/Intermediate		10/01/2021
Member Making Report ID	Signature	Position or Rank	Assignment	Date

## NFIRS-9 Apparatus or Resources

**A**

FDID	VA	10	01	2021	Station 2 (PFDSta2)	PF-2021-0001521	0
73500							
FDID	State	Month	Day	Year	Station	Number	Exposure

**B**

Apparatus/Resource	Dates/Times	Sent	Number of People	Apparatus Use	Actions Taken
ID: PE2	Dispatch: 10/01/2021 09:05	<input checked="" type="checkbox"/> Sent	2	<input checked="" type="checkbox"/> Suppression <input checked="" type="checkbox"/> EMS <input checked="" type="checkbox"/> Other	86-Investigate
Type: 11-Engine	Arrival: 10/01/2021 09:08				
	Clear: 10/01/2021 09:28				

## NFIRS-10 Personnel

<b>A</b>							
FDID	VA	10	01	2021	Station 2 (PFDSta2)	PF-2021-0001521	0
	State	Month	Day	Year	Station	Number	Exposure
<b>B</b>							
Apparatus/Resource	Dates/Times	Sent	Number of People	Apparatus Use	Actions Taken		
ID: PE2	Dispatch: 10/01/2021 09:05	<input checked="" type="checkbox"/> Sent	2	<input type="checkbox"/> Suppression <input checked="" type="checkbox"/> EMS <input checked="" type="checkbox"/> Other	86-Investigate		
Type: 11-Engine	Arrival: 10/01/2021 09:08						
	Clear: 10/01/2021 09:28						
Personnel ID	Name	Rank	Role	Attend	Actions Taken		
1177	Rossi, Elijah	Lieutenant/Inter	5588001-Driver	<input checked="" type="checkbox"/> mediate	58-Operate apparatus or vehicle		
1248	Wolkowich, Christopher	Lieutenant/Inter	5588002-Officer	<input checked="" type="checkbox"/> mediate	86-Investigate		

# NFIRS-1S Supplemental

A

73500	VA	10	01	2021	Station 2 (PFDSta2)	PF-2021-0001521	0
FDID	State	Month	Day	Year	Station	Number	Exposure

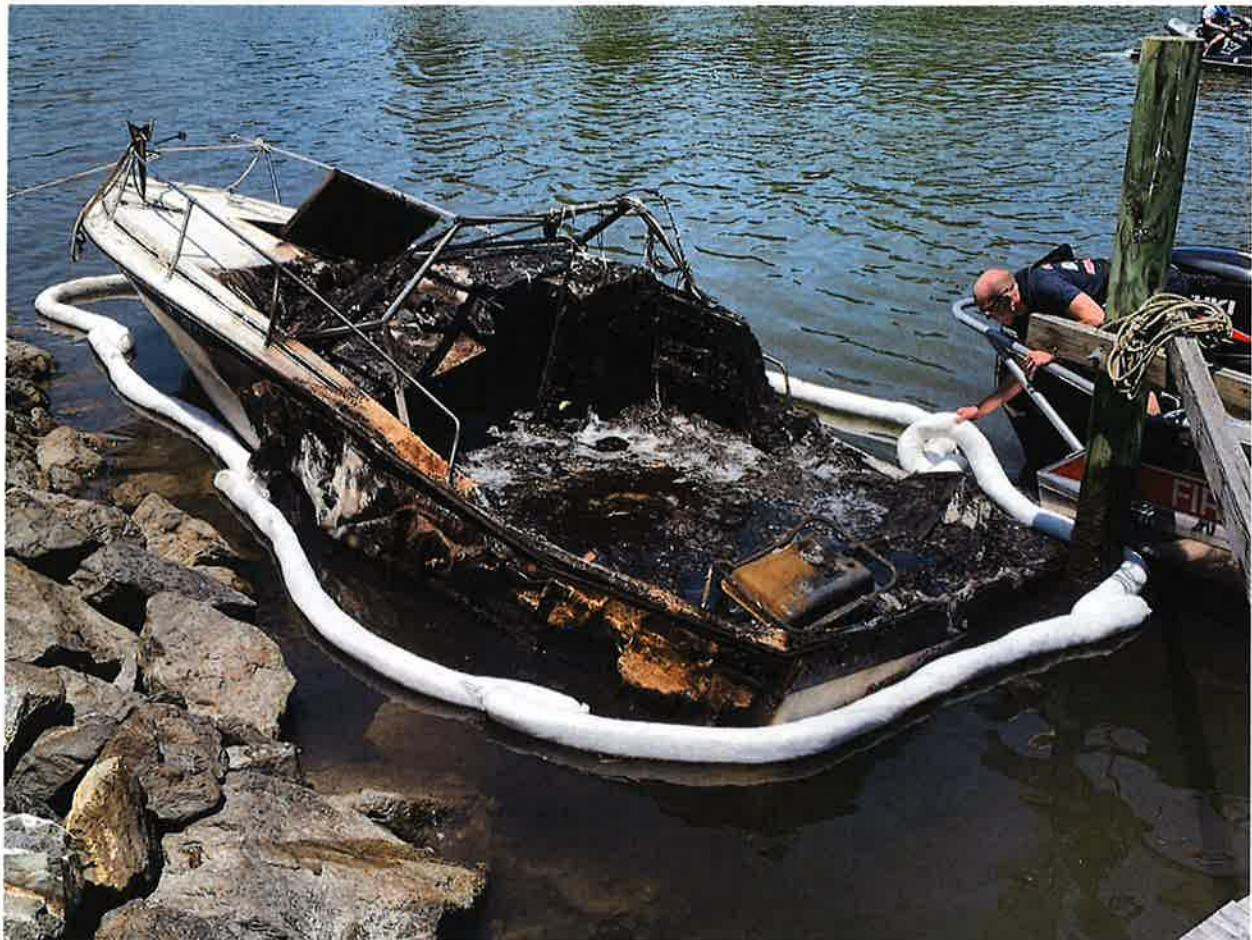
**Primary Narrative:**

Units responded as noted to Single MVC. Vehicle was found on side of road with minor damage to front end and undercarriage. No injuries reported, no airbag deployment. Driver stated he was tired and must have fallen asleep, running off the road. Minor oil leak was noted and oil dry was applied. No hazard remained, unit cleared and returned to service.

## **FIRE DEPARTMENT MARINE SPILL RESPONSE**



Poquoson Fire Department Air Boat: Used in regional training and used to respond and contain marine spills throughout the region. Poquoson was the first and may still be the only fire department with an air boat. This provides access to marshy areas throughout the area for emergency responses and spill containment.

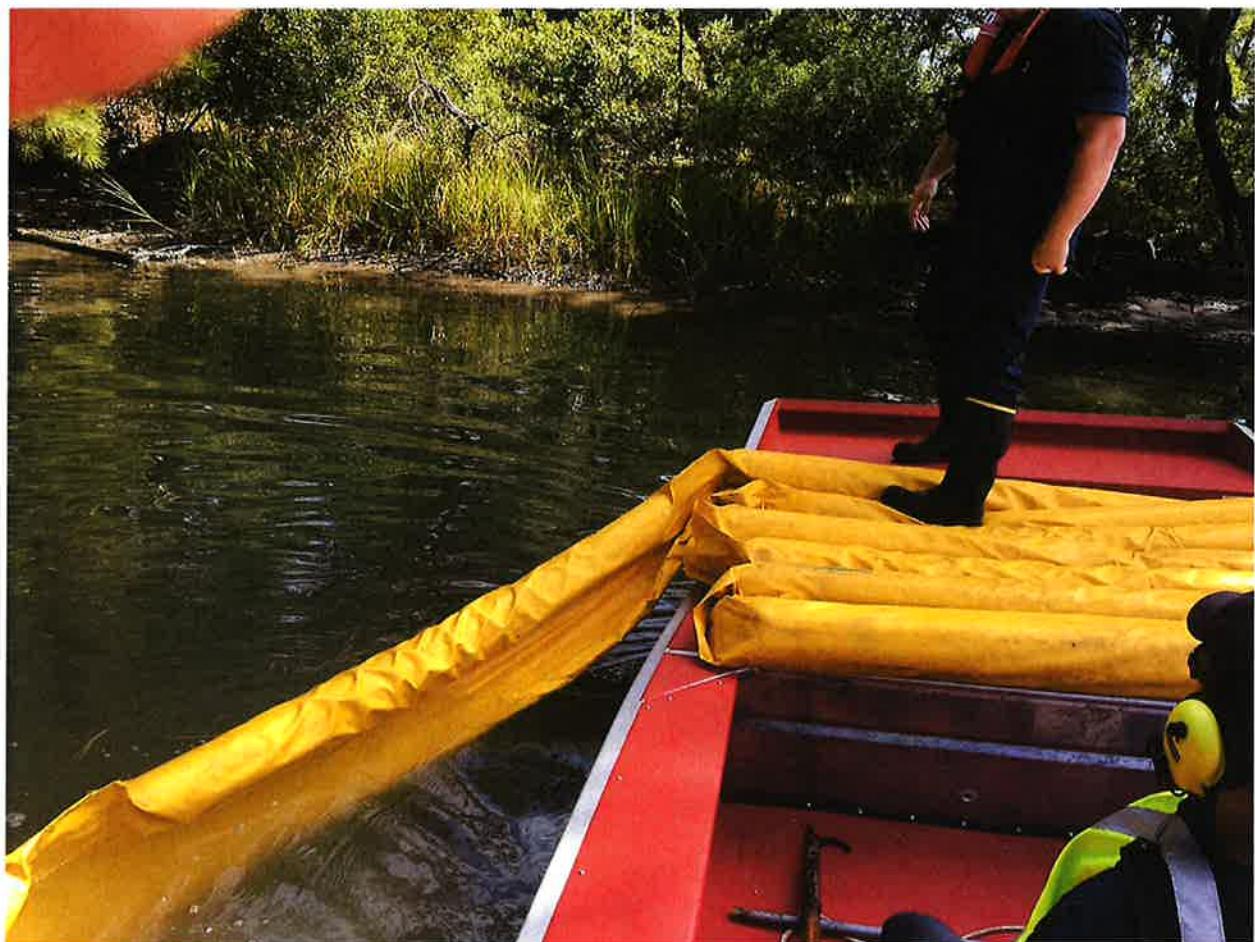


Boat Fire Response: Deploying boom from Fire Department boat to contain discharges



Regional Haz Mat Training: Partnering with VDEM and DEQ, Poquoson provided its Air Boat for regional marine spill training.





FISCAL YEAR 2022

## City of Poquoson Sanitary Sewer System Overflow prevention, Training and Enhancements (FY-22)

SSO reports – None this year

### **Work that prevents overflows:**

Back-up Generators- Quarterly maintenance and general repairs allowing the Station to have back-up power during outages on 26 pump stations throughout the City.

Sewer Line Flushing – cleans the line helping the flow, we have a Quarterly list (14 places in the City) and an Annual list (22 places in the City).

System Upgrades – safety, increase capacity, system reliability, reduction of maintenance, reduction in run times, replacement of older equipment

Sewer Main line & Sewer Lateral repairs

#### **Sewer Line Flushing at:**

Quarterly flush list (Jul 21)

5 Berryfield, Flushed a blockage (Aug 21)

Rivergate & River Rd area (Aug 21)

Windy Point & Trottwood area (Aug 21)

Valmoore & Rochambeau are (Aug 21)

Riverview & Cedar (Aug 21)

Lakeview & Cedar (Aug 21)

60 Browns Neck (Aug 21)

51 Valmoore (Nov 21)

Quarterly flush list (Nov 21)

51 Valmoore (Dec 21)

103 Messick (Dec 21)

Ashland & Rowe area (Feb 22)

Community Center (Feb 22)

Windy Point (Feb 22)

Quarterly flush list (Apr 22)

Quarterly flush list (Jun 22)

Annual flush list (Jun 22)

Transducer upgrade from Bubbler system: Pump Station 2C2 (Jul 22)

#### **Control Panel work at:**

Pump Station 2A, SEI installed new block heater Pump #1, (Jul 21)

Pump Station 10B, Replaced run clock Pump #1 (Jul 21)

Pump Station 2C2, fixed Starter contactor (Sep 21)

Pump Station 11, replace run clock pump #1 (Sep 21)

Pump Station 2H, replace run clock pump #1 (Oct 21)

Pump Station 11, replaced alternation relay (Oct 21)

Pump Station 11, replaced starter relay (Jan 22)

Pump Station 2E, replaced bad control box (Feb 22)

#### **New Pumps at:**

Pump Station 17, Pump 1 & 2 (Oct 21)

Pump Station 14, Pump #1 (Apr 22)

Pump Station 17, Pump #2 (Apr 22)

**Major repairs at:**

Pump Station 2G, Replace rotating assembly on pump #1 (Jun 21)  
Pump Station 8, Replaced wear plate pump #2 (Jul 21)  
Pump Station 2, Replaced flapper pump #2 (Jan 22)  
Pump Station 3, Replaced impeller pump #1 (Feb 22)  
Pump Station 2, Replaced flappers in pumps 1 & 3 (Mar 22)  
Pump Station 2E, Replace wear plates on both pumps (Mar 22)  
Pump Station 6, Full rebuild of pump #1 (Mar 22)  
Pump Station 6, Full rebuild of pump #2 (Apr 22)  
Pump Station 7, Replace wear plates on both pumps (Apr 22)  
Pump Station 2, Replaced valute on pump #2 (May 22)  
Pump Station 10B, Installed new transducer (May 22)  
Pump Station 2G, Installed new check valve pump #1 (Jun 22)  
Pump Station 13, Installed new transducer (Jun 22)  
Pump Station 5, connect to new Force Main (Jun 22)

**Replacement of Grinder pumps:**

234 N. Lawson Pump #1 (Jul 21)  
234 N. Lawson Pump #2 (Jul 21)  
40 N. Lawson (Jul 21)  
111 N. Lawson (Aug 21)  
234 N. Lawson New Control box (Oct 21)  
218 N. Lawson New Control box (Oct 21)  
40 N. Lawson New Control box (Oct 21)  
137 N. Lawson New Control box (Nov 21)  
84 N. Lawson New Control box (Dec 21)  
84 N. Lawson New Pump (Dec 21)  
147 N. Lawson New Control box (Dec 21)  
84 N. Lawson, replace control board (Jan 22)  
10 N. Lawson Pump #1 (Mar 22)  
18 N. Lawson Pump #1 & 2, new circuit board (Jun 22)

**Cleanout cap repairs or relocation of cap so they are not hit or damaged; adding Cleanout boxes**

87 Brown Neck (Jul 21)  
20 Freeman (Jul 21)  
57 Odd Rd (Jul 21)  
1 Elm St (Jul 21)  
23 Canal St (Jul 21)  
6 Bessie's Lane (Aug 21)  
8 Bessie's Lane (Aug 21)  
317 Powhatan Rd (Aug 21)  
1100 Poq Ave (Aug 21)  
5 Lauren Drive (Aug 21)  
1428 Poq Ave (Aug 21)  
16 Dorothy (Aug 21)  
9 Thomas (Aug 21)

6 Lessies (Aug 21)  
4 Poq River (Aug 21)  
2 Hopkins (Sep 21)  
104 Darden (Sep 21)  
104 Rowe (Oct 21)  
South Lawson Park cleanouts (Oct 21)  
21 South Terrace (Nov 21)  
4 Deveron (Nov 21)  
944 Poq ave (Nov 21)  
211 Messick (Nov 21)  
21 Lee (Nov 21)  
29 Windy Point (Dec 21)  
9 Smith St (Dec 21)  
13 Hunts Neck (Dec 21)  
1071 Poq Ave (Dec 21)  
174 Hunts Neck (Feb 22)  
23 Messick (Feb 22)  
7 Rivercrest (Feb 22)  
36 Valmoore (Apr 22)  
8 Terrace (Apr 22)  
4 Dryden (May 22)  
200 Odd Rd (May 22)  
89 Bunting Ln (May 22)  
19 Woodland (Jun 22)  
4 Wilson (Jun 22)

**Lateral Install at:** 8 Rivers End/Ashland Ln (Jan 22)

**Lateral or Main Line Repair at:**  
Poquoson Diner (Aug 21)  
102 Kelsor (Aug 21)  
21 South Terrace (Nov 21)  
212 Ridge (Dec 21)  
Poq middle school (Dec 21)  
Community Center (Feb 22)  
100 Odd Rd (Apr 22)

# Construction Site Storm Water Runoff Control

Appendix

City of Poquoson Annual Report

VAR# 040024

Fiscal Year 2022

Submitted to DEQ September 30, 2022

<b>BMP 4</b>	<b><u>CONSTRUCTION SITE STORM WATER RUNOFF CONTROL</u></b>
	<b>Status of Compliance Spreadsheets</b>
<b>4.1</b>	<b>List of FY 2022 Land Disturbance Projects</b>
<b>4.2</b>	<b>Site Inspection SOP's and E&amp;SC /Stormwater Inspections and enforcement SOPs</b>
<b>4.2</b>	<b>Enforcement communications</b>
<b>4.2</b>	<b>Typical inspection forms</b>

4. Construction Site Storm Water Runoff Control						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
4.1a	Construction projects	Continue to implement the SWM, E&SC, & CBPA ordinances	SWM, E&SC, & CBPA Ordinance citations	SW, E&SC, & CBPA Program Administrators	Continuously	Ordinances  <a href="https://library.municode.com/va/poquoson/code-of_ordinances?nodeId=PT1ICOOR_CH34EN_ARTVSTM">https://library.municode.com/va/poquoson/code-of_ordinances?nodeId=PT1ICOOR_CH34EN_ARTVSTM</a>  <a href="https://library.municode.com/va/poquoson/code-of_ordinances?nodeId=PT1ICOOR_CH34EN_ARTIIRSECO">https://library.municode.com/va/poquoson/code-of_ordinances?nodeId=PT1ICOOR_CH34EN_ARTIIRSECO</a>  <a href="https://library.municode.com/va/poquoson/code-of_ordinances?nodeId=PT1ICOOR_APXAZO_ARTXIIVENMAAAREMOVDI">https://library.municode.com/va/poquoson/code-of_ordinances?nodeId=PT1ICOOR_APXAZO_ARTXIIVENMAAAREMOVDI</a>
4.1b	Confirmation statement on land disturbing activities	Statement: Land Disturbance Projects that occurred during the reporting period have been conducted in accordance with the current department standards and specifications for erosion and sediment control.	Statement	Environmental Compliance Officer	Annually	Land Disturbance Projects that occurred during the reporting period have been conducted in accordance with the current department standards and specifications for erosion and sediment control.
4.2	Compliance and Enforcement	Implement inspection procedures	Procedures	E&SC Program Administrator	Continuously	Inspection Standard Operating Procedures (E&SC; stormwater)
4.2a	Written E&SC and stormwater inspection procedures					Compliant. See Appendix for SOPs

4. Construction Site Storm Water Runoff Control						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
4.2b	Written E&SC/stormwater procedures for requiring compliance through corrective action or enforcement action	Implement corrective or enforcement action procedures	Procedures	E&SC Program Administrator	Continuously	Compliance/enforcement SOPs Compliant. See Appendix for SOPs
4.2c	Roles and responsibilities of each department, division, or subdivision in implementing the construction site SW runoff control program	Documentation	Presence of documentation	E&SC Program Administrator	Continuously	Annual Report and standard operating procedures Compliant. See Appendix for SOPs
4.2d	VSMMP and 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 Environmental Compliance Officer Records Compliant. Approximately 655 inspections were conducted over the last year. The total permitted disturbed area within Poquoson was 72.31 acres. The majority of the disturbed area was from large residential subdivisions. Environmental staff turnover caused brief interlude in inspections and enforcement actions. Additionally, new permitting software has been purchased which will streamline plan review, inspections, and enforcement. The tentative date for the software to be enabled for city-wide use is November 2022.

4. Construction Site Storm Water Runoff Control							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY 4 Status
4.2e	V SMP and E&SC enforcement actions	Continue to implement enforcement provisions per local Erosion and Sediment Control Ordinance	# enforcement actions	E&SC Program Administrator	Annually	Summary from Environmental Compliance Officer Records	Compliant. 4 Notice of Repairs were issued and 4 Stop Work Orders were issued in PY 2022. City staff also worked with contractors to correct numerous minor issues. Environmental staff turnover caused a brief interlude in inspections and enforcement actions. Additionally, new permitting software has been purchased which will streamline plan review, inspections, and enforcement. The tentative date for the software to be enabled for city-wide use is November 2022.
4.3	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.		SW Program/E&SC Program Administrators	Annually	Annual Report	Compliant. Staff continued to inspect development/construction sites and enforced compliance with ESC/SWM laws. Large developments are currently under construction and construction will likely continue through PY5

**CITY OF POQUOSON**

Building Department

500 City Hall Avenue, Poquoson, VA 23662-1906

(757) 868-3035 Telephone (757) 868-3105 Fax

Permit #	Parcel #	Location	Permit Type	Permit Use	File Date
22-0318	19-01-00-0018-B	718 C Poquoson Avenue	Land Disturbance	Land Disturbance	June 28, 2022
22-0304	20 -01 -00 -0146	49 Holloway Road	Land Disturbance	Land Disturbance	June 17, 2022
22-0259	18 -01 -00 -0091	478 B Wythe Creek Road	Land Disturbance	Land Disturbance	May 20, 2022
22-0248	17 -01 -00 -0022-A	0 Victory Boulevard	Land Disturbance	Land Disturbance	May 12, 2022
22-0187	27 -10 -00 -0004	200 Fountains Lane	Land Disturbance	Land Disturbance	April 14, 2022
22-0175	31 -01 -00 -0097	202 Ridge Road	Land Disturbance	Land Disturbance	April 7, 2022
22-0171	17 -01 -00 -0022-A	0 Victory Boulevard	Land Disturbance	Land Disturbance	April 6, 2022
22-0139	11-1-21	0 Darden Drive	Land Disturbance	Land Disturbance	March 21, 2022
22-0084	12 -34 -00 -0001	140 Pasture Road	Land Disturbance	Land Disturbance	February 16, 2022
22-0081	27 -12 -00 -0003	0 Wythe Creek Road	Land Disturbance	Land Disturbance	February 16, 2022
22-0007	20 -01 -00 -0017	126 Forrest Road	Land Disturbance	Land Disturbance	January 6, 2022
21-0696	20-30-2	42 Forrest Road	Land Disturbance	Land Disturbance	December 29, 2021
21-0659	04 -02 -00 -0010	0 Carroll Drive	Land Disturbance	Land Disturbance	November 30, 2021
21-0653	18-1-84B	482 Wythe Creek Road	Land Disturbance	Land Disturbance	November 29, 2021
21-0645	12 -01 -00 -0035	221 Browns Neck Road	Land Disturbance	Land Disturbance	November 15, 2021
21-0644	28-1-40	28 Smith Street	Land Disturbance	Land Disturbance	November 15, 2021
21-0638	11 -01 -00 -0111	102 Hunts Neck Road	Land Disturbance	Land Disturbance	November 10, 2021
21-0630	20 -01 -00 -0125-A	4 Forrest Road	Land Disturbance	Land Disturbance	November 8, 2021
21-0566	19 -27 -00 -0001	1 Crescent Point	Land Disturbance	Land Disturbance	October 5, 2021
21-0533	11 -01 -00 -0065-D	0 Hunts Neck Road	Land Disturbance	Land Disturbance	September 22, 2021
21-0518	11 -01 -00 -0065-E	0 Hunts Neck Road	Land Disturbance	Land Disturbance	September 14, 2021
21-0469	11-1-104A	122 Hunts Neck Road	Land Disturbance	Land Disturbance	August 18, 2021
21-0424	17-12-A	627 Yorktown Road	Land Disturbance	Land Disturbance	July 27, 2021

<u>Standard Operating Procedure</u>	
<u>Sites to be inspected</u>	All projects disturbing an area of 2500 square feet or greater. This includes both projects that are issued a land disturbance permit and those subject to an in lieu of agreement.
<u>Responsible Inspectors</u>	<p>Single Family homes and smaller projects shall fall under the purview of the Environmental Compliance Officer. The Engineer will inspect all multi-family and commercial projects. In the event of an absence, the responsible party shall arrange for the other to perform inspections.</p> <p>As a backup in emergency situations, the City construction Inspector can be tasked with performing inspections.</p>
<u>First inspection</u>	Shall occur during or immediately following initial installation of erosion and sediment controls
<u>Inspection Frequency</u>	At least once per every two-week period. The current schedule calls for inspections to occur every other Friday morning. However, this can be modified by the inspectors as necessary.
<u>At minimum inspection items.</u>	Inspection checklist attached. At minimum, the City inspector shall verify that the project's SWPPP is current, and that the site operator is performing inspections every two weeks and within 48 hours following any runoff producing storm event. In addition, erosion and sediment controls will be inspected for condition and overall adequacy. Following a finding of inadequacy, City staff will perform spot checks to ensure that site issues are corrected in a timely manner. See enforcement SOPs.
<u>Final Inspection(s)</u>	Shall occur when the operator notifies the City that the site is stabilized. If City inspectors find inadequacies, they will notify the operator of inadequacies and continue to inspect until site stabilization is achieved.

## **EROSION AND SEDIMENT CONTROL/STORMWATER INSPECTIONS AND ENFORCEMENT SOPs**

FISCAL YEAR 2022

**PURPOSE:** Projects within the City of Poquoson that disturb 2500 square feet or more are required to have an approved E&SC plan and regular inspections to ensure compliance with the Virginia Erosion and Sediment Control, Chesapeake Bay Preservation, and Stormwater Laws.

**City Code Sections and Policies:** Inspections will be conducted to ensure compliance with the project SWPPP, the approved E&SC plan, the approved stormwater management plan, and City Code Chapter 34 and Appendix A, Article XI.IV.

**Inspection Procedures:** See attached for Standard Operating Procedures.

A pre-construction meeting will be held for all commercial and subdivision projects. Single family home projects are not required to have a pre-construction meeting. However, contractors are encouraged to meet with the Environmental Compliance Officer to review site requirements.

All projects, including single family home construction projects, are required to maintain a Stormwater Pollution Prevention Plan (SWPPP) at all times on site. The SWPPP must be available for public viewing, and must be kept up-to-date.

A project folder should be created prior to initiation of construction. Construction and development review information may be stored in the same folder.

Land disturbance sites exceeding 2500 square feet must have an approved E&SC plan or an agreement in lieu of plan, as required by state law. Inspections will be conducted to ensure:

- Compliance with approved plans;
- Efficacy of approved E&SC measures. In the event the measures are not performing adequately, the inspector will require their replacement and/or additional or alternate measures.
- Inspections will be conducted in accordance with and on a schedule set forth in the Virginia Erosion and Sediment Control Handbook. Controls preventing non stormwater discharges, such as wastewater, concrete washout, fuels and oils and other illicit discharges shall also be required, in accordance with the state construction permit.
- Inspections will continue until the release of the project E&SC surety.

All site visits will be documented by inspection forms and or entries in the inspector's daily log book. The inspector will retain all inspection records. Photographs of site conditions are encouraged.

Enforcement:

If a land disturbance project is found to be in good order and is acceptable: Document inspection. No further action.

If a project has installed and is maintaining all of its E&SC controls but they do not appear adequate, inspector shall require additional measures.

It is the intent of the City of Poquoson to assist site contractors and their personnel by providing information that will help them better understand the nature of the noncompliance or that will help them expedite the correction of any issue. However, it is ultimately the responsibility of the Responsible Land Disturber and the site owner to ensure that all applicable requirements are met.

If a project is in noncompliance, the issue will be documented using inspection forms. A copy will be sent to the Responsible Land Disturber via fax, email, USPS or hand delivery. The inspection form will identify items that must be addressed. It will give a specific date as to when the site will be re-inspected. The maximum amount of time given on the form should be seven days. Questions on the severability of the deficiencies should be discussed with the City Engineer or the Environmental Compliance Officer.

If deficiencies require immediate attention or the Responsible Land Disturber has failed to comply with a site inspection form, the City inspector may or may not issue a warning. This "second notice" will be provided to the RLD with an updated inspection form. The warning may be omitted and the City may proceed to more aggressive enforcement for multiple deficiencies or if the deficiencies are severe. Severe deficiencies may include but are not limited to significant quantities of sediment leaving the site or sediment running off into a nearby receiving water.

If the warning does not correct the situation or the deficiency is severe enough to warrant more aggressive enforcement, the City will issue a Notice to Comply/Notice of Violation form. The NTC/NOV form should be faxed or emailed to the RLD, with a signed copy of the original form sent via USPS registered mail or hand delivered. Consultation with the City Attorney, the City Engineer and/or the Environmental Compliance Officer on an appropriate time frame for correction may be warranted.

If the deficiencies in the NTC/NOV form have not been corrected within the specified time frame, a STOP WORK order will be issued for all land disturbing activities on the site. If the deficiencies are judged to be severe enough, the inspector may, in consultation with the City Engineer or the Environmental Compliance Officer, issue a STOP WORK order immediately.

If a land disturbance has commenced without the owner obtaining necessary permits, a STOP WORK order will be issued. The STOP WORK order shall remain in effect until all permits have been obtained and any deficient site conditions have been corrected.

The STOP WORK order shall be placed at the entrance to the site and sent via registered USPS mail to the RLD or owner of the property. The order shall remain in effect until the site deficiencies have been

corrected. No other land disturbance activities may be conducted while the deficiencies are being corrected.

If the noncompliance issue(s) indicated on the STOP WORK order are not remedied, or if the RLD or property owner fail to contact the City, the project inspector should contact the Environmental Compliance Officer, who will in turn contact the City Attorney. The City will begin the process of revoking the site permit, calling the bond, and/or initiating the civil penalty process.

The City may hire a third party contractor or take whatever actions are necessary to control site runoff and erosion from impacting downstream properties, ditches, wetland areas, or receiving waters.

## **Garrett Feagans**

---

**From:** Laura Nusz  
**Sent:** Thursday, June 30, 2022 3:36 PM  
**To:** fdean62@hotmail.com; dktysor@gmail.com  
**Cc:** Charles Horton  
**Subject:** Notice of Repair: 49 Holloway Rd  
**Attachments:** 1.jpg; 2.jpg; 3.jpg; 4.jpg; 5.jpg; 6.jpg; ESC Inspection\_updated 20220630.pdf

Good Afternoon,

An inspection was completed of the site located at 49 Holloway Rd and deficiencies were observed so a Notice of Repair has been issued. Please repair all items noted in the attached inspection no later than July 8, 2022 when a follow up inspection will be conducted. Per your request, I've also included the link below to the Virginia Erosion and Sediment Control Handbook detailing the installation and specification of perimeter controls (silt fence). Please refer to Plate3.05-2 specifically within the document.

Have a great holiday.

Thanks.

Laura J.C. Nusz

Silt Fence Document: <https://www.deq.virginia.gov/home/showpublisheddocument/2386/637437334407500000>

## **Laura J.C. Nusz**

Environmental Compliance Officer

City of Poquoson

500 City Hall Avenue

Poquoson, VA 23662

[Laura.Nusz@poquoson-va.gov](mailto:Laura.Nusz@poquoson-va.gov)

(O) 757.868.3040

(C) 757.902.5228



# CITY OF POQUOSON

## Department of Community Development

500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996

(757) 868-3040 TELEPHONE (757) 868-3105 FAX

Permit Number:

22-0304

### Erosion and Sediment Control Inspection

Insp Date/Time: 6/30/2022

Inspection Type: Pre-Con

Project Name: Filling in property (SFH)

Job Address: 49 Holloway Rd. Poquoson, VA 23662

Permit Holder: Frank Dean

Parcel ID: 20-01-00-014

Contact Email: fdean62@hotmail.com

Contact Phone: 757-342-5133

Contact Address: 49 Holloway Rd

Inspection Status: **Notice of Repair**

Company Name: N/A

Inspected By: Laura Nusz

Stage of Construction:  Pre-Construction  Clearing/Grubbing  
 Site Improvements  Roads/Utilities  Demolition  
 Final Stabilization

Pass	Fail	Checklist Item:	Comments:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Permit Description – Does the permit work description match the activity onsite?	Current work is contained to upland RMA area outside of RPA.
<input type="checkbox"/>	<input type="checkbox"/>	MS1 Stabilization – Have temporary or permanent stabilization measures been applied within 7 days to all denuded areas that have reached final grade or remained dormant for 14 days? Have permanent stabilization measures been applied to areas left dormant for more than one year?	
<input type="checkbox"/>	<input type="checkbox"/>	MS2 Stockpiles – Have all stockpiles or borrow areas been stabilized or protected with sediment trapping measures?	
<input type="checkbox"/>	<input type="checkbox"/>	MS3 Permanent Stabilization – Does permanent vegetative stabilization provide uniform ground cover, is mature enough to survive and inhibits erosion?	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	MS4 Perimeter Controls – Have perimeter controls been installed and made operational as a first step in land disturbance?	Perimeter controls improperly installed (backwards, not entrenched, improper spacing between stakes)
<input type="checkbox"/>	<input type="checkbox"/>	MS5 Earthen Structures – Have stabilization measures been applied to all earthen structures such as dams, dikes, and diversions immediately following installation?	

Pass	Fail	Checklist Item:	Comments:
<input type="checkbox"/>	<input type="checkbox"/>	MS6 Sediment Traps/Basins – Have sediment basins and/or sediment traps been designed and installed as per the current VESCH design criteria? Are they functioning per the design criteria?	
<input type="checkbox"/>	<input type="checkbox"/>	MS7 Cut/Fill Slopes – Are cut and fill slopes designed and constructed in a manner that will minimize erosion?	
<input type="checkbox"/>	<input type="checkbox"/>	MS8 Channels/Flumes/Drains – Has concentrated runoff from slopes been contained by an adequate temporary or permanent channel, flume or slope drain structure?	
<input type="checkbox"/>	<input type="checkbox"/>	MS9 Slope Seepage – Has adequate drainage or other protection been provided for water seeps from slopes?	
<input type="checkbox"/>	<input type="checkbox"/>	MS10 Stormwater Inlets – Have all operational stormwater inlets been adequately protected to prevent sediment-laden water from entering the conveyance system?	
<input type="checkbox"/>	<input type="checkbox"/>	MS11 Outlet/channel protected - Has adequate outlet protection and any temporary or permanent channel lining been installed in both the newly constructed conveyance channel and receiving channel prior to making the conveyance system operational?	
<input type="checkbox"/>	<input type="checkbox"/>	MS12 Live Watercourse – Is work in a live watercourse being performed in a manner to minimize encroachment and control sediment transport to the greatest extent possible? Are non-erodible materials being used for the construction of causeways and cofferdams?	
<input type="checkbox"/>	<input type="checkbox"/>	MS13 Temporary Vehicle Crossing – Has a temporary stream crossing using non-erodible materials been constructed when crossing a stream with construction vehicles more than twice within a six month period?	
<input type="checkbox"/>	<input type="checkbox"/>	MS14 Live Watercourse Fed/State/Local Requirement – Are all federal, state and local requirements pertaining to working in or crossing a live watercourse being met?	

Pass	Fail	Checklist Item:	Comments:
<input type="checkbox"/>	<input type="checkbox"/>	MS15 Watercourse Bed/Banks – Have the bed and/or banks of a live watercourse been stabilized immediately following completion of work in the watercourse?	
<input type="checkbox"/>	<input type="checkbox"/>	MS16 Underground Utility – Are underground utilities being installed in accordance with local, state, and federal regulations?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	MS17 Tracking – Are measures in place to minimize tracking by construction vehicles onto paved or public roads? Is tracked sediment being removed and disposed of appropriately at the end of each day? Street washing is only occurring after sediment has been removed by shoveling or sweeping.	
<input type="checkbox"/>	<input type="checkbox"/>	MS18 ESC Measures Removed – Have all erosion and sediment control measures been removed within 30 days of final stabilization or after the temporary measures are no longer needed and all disturbed areas have been stabilized?	
<input type="checkbox"/>	<input type="checkbox"/>	MS19 Downstream Receiving Channels – Are properties and waterways downstream from the site adequately protected from sediment deposition, erosion, and damage due to increases in volume, velocity, and peak flow rate of stormwater runoff?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	IDDE - Is there any evidence of illicit discharges, spills, and/or leaks?	
<input type="checkbox"/>	<input type="checkbox"/>	Concrete Washout - Does a concrete washout need to be installed onsite? If installed, is the washout facility being maintained and located away from waterways?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Trash - Are all trash and debris onsite being removed and/or contained in an approved facility?	
<input type="checkbox"/>	<input type="checkbox"/>	Dumpster - Are dumpsters onsite being properly covered during rain events and at the end of each day?	
<input type="checkbox"/>	<input type="checkbox"/>	SWPPP - SWPPP inspection completed (see separate report).	

Verbal/Written Notification Given To: **Dana Whitley**

Final Inspection:

Next Inspection Date: **7/8/2022**Comments: **Please install perimeter controls per Virginia Erosion and Sediment Control Handbook (VESCH)**

## **City of Poquoson, Virginia, Code of Ordinances**

### **Sec. 34-77. - Penalties, injunctions, and other legal actions.**

- (a) Violators of this article shall be guilty of a class I misdemeanor.
- (b) Any person who violates any provision of this article shall, upon a finding of the county district court be assessed a civil penalty. The civil penalty for any one violation shall be \$100.00, except that the civil penalty for commencement of land disturbing activities without an approved plan shall be \$1,000.00. Each day during which the violation is found to have existed shall constitute a separate offense. In no event shall a series of specified violations arising from the same operative set of facts result in civil penalties which exceed a total of \$3,000.00, except that a series of violations arising from the commencement of land disturbing activities without an approved plan for any site shall not result in civil penalties which exceed a total of \$10,000.00.
- (c) The director of engineering, or the owner of property which has sustained damage or which is in imminent danger of being damaged, may apply to the county circuit court to enjoin a violation or a threatened violation of this article, without the necessity of showing that an adequate remedy at law does not exist. However, an owner of property shall not apply for injunction relief unless he has notified in writing the person who has violated the local program, and the program authority, that a violation of the local program has caused, or creates a probability of causing, damage to his property, and neither the person who has violated the local program nor the program authority has taken corrective action within 15 days to eliminate the conditions which have caused, or create the probability of causing, damage to his property.
- (d) Any person who violates any provision of this article may be liable to the city in a civil action for damages.
- (e) Without limiting the remedies which may be obtained in this section, any person violating or failing, neglecting, or refusing to obey any injunction, mandamus or other remedy obtained pursuant to this section shall be subject, in the discretion of the court, to a civil penalty not to exceed \$2,000.00 for each violation. A civil action for such violation or failure may be brought by the city. Any civil penalties assessed by a court shall be paid into the treasury of the city except that where the violator is the locality itself, or its agent, the court shall direct the penalty to be paid into the state treasury.
- (f) With the consent of any person who has violated or failed, neglected or refused to obey any regulation or condition of a permit or any provision of this article, the city may provide for the payment of civil charges for violations in specific sums, not to exceed the limit specified in subsection (e) of this section. Such civil charges shall be instead of any appropriate civil penalty, which could be imposed under subsection (e) of this section.
- (g) The commonwealth's attorney shall, upon request of the city or the permit issuing authority, take legal action to enforce the provisions of this article.

## **City of Poquoson, Virginia, Code of Ordinances**

### **Sec. 34-77. - Penalties, injunctions, and other legal actions. (cont'd)**

(h) Compliance with the provisions of this article shall be *prima facie* evidence in any legal or equitable proceeding for damages caused by erosion, siltation or sedimentation that all requirements of law have been met, and the complaining party must show negligence in order to recover any damages.

(Code 1982, § 9-7; Ord. No. 1120, § 2(9-7), 11-13-2001; Ord. No. 1496, § 1, 6-23-2014)



**CITY OF POQUOSON**  
**Department of Community Development**  
500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996  
(757) 868-3040 TELEPHONE (757) 868-3105 FAX

June 13, 2022

Quarter Creek LLC  
Attn: Lewis McMurran  
729 Thimble Shoals Blvd. Suite 6C  
Newport News, VA 23606

Re: Erosion and Sediment Control Violation: 30 Robert Bruce Rd.

**STOP WORK ORDER**

Dear Mr. McMurran,

The City of Poquoson became aware on June 13, 2022, that a truck connected to the construction activities occurring on your site, later identified as Vico, was observed driving through the Right-of-way and private properties located on both Robert Bruce Rd and Little Florida Rd. This is not the first occurrence and several complaints have been made by residents.

Such activities are a direct violation of Virginia State code § 62.1-44.15:64.

**EFFECTIVE IMMEDIATELY, ALL INGRESS AND EGRESS VEHICULAR ACTIVITY MUST STOP.**

Please consider this letter notification that a stop work order has been placed on your property, effective immediately. An action plan detailing how vehicular traffic going to and coming from your site will be handled including violations must be submitted to the City for review and approval. Once the documents have been approved, vehicular ingress and egress activities may recommence. Additionally, action must be taken to return the properties to their original state and ensure that no further damage occurs.

Should you have any questions about what would be required to do so, please do not hesitate to call us at 868-3040.

Sincerely,

*Laura J. C. Nusz*

Laura J.C. Nusz  
Environmental Compliance Officer

cc: R.Wheeler, City Manager  
S.Crawford, Engineering

# Post Construction Storm Water Management

Appendix

**City of Poquoson Annual Report**

VAR# 040024

**Fiscal Year 2022**

Submitted to DEQ September 30, 2022

<u>BMP 5</u>	<u>POST CONSTRUCTION STORM WATER MANAGEMENT</u>
	<b>Status of Compliance Spreadsheets</b>
<b>5.1</b>	<b>VSMP Program Approval Letter</b>
<b>5.2</b>	<b>Written inspection and maintenance procedures for managing locally owned BMPs</b>
<b>5.2</b>	<b>Privately owned BMP tracking spreadsheet</b>

5. Post Construction Storm Water Management in New Development and Redevelopment						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
						PY 4 Status
5.1	Post Construction SW Management Program	Implement the approved VSMP	Approved VSMP	VSMP Authority Administrator	Ongoing	Approval letter issued by DEQ. Compliant. See letter in appendix.
5.1a	Local VSMP	Implement the stormwater criteria of the Stormwater Management Ordinance for new development and redevelopment	Stormwater Management Ordinance	SW Program Administrator	Ongoing	Compliant. See <a href="https://library.municode.com/va/boguson/codes/code_of_ordinances/node/10110000_CH34EN_ARTVSTIMA">https://library.municode.com/va/boguson/codes/code_of_ordinances/node/10110000_CH34EN_ARTVSTIMA</a>
5.1b	Stormwater Management Ordinance					
5.2	Inspection & Maintenance Schedules for BMPs					
5.2a	Written inspection and maintenance procedures for managing locally owned BMPs	Implement procedures, inspect locally owned BMPs at least annually (or have an approved alternative schedule)	# of inspections; description of significant maintenance activities	SW Program Administrator	Ongoing	Procedures and BMP Spreadsheet /Database
5.2b	Inspection and enforcement program for privately-owned BMPs	Implement program, inspect privately owned BMPs at least once every 5 years	# of inspections; # of enforcement activities	SW Program Administrator	Ongoing	BMP Spreadsheet /Database
						Compliant. The City owns three Water Quality BMPs. These were inspected in FY 22 and are scheduled for reinspection in September 2022. See Appendix for inspection forms as well as operation and maintenance plans.
						Compliant. 40 privately and publicly owned ponds are tracked and routinely inspected by either City staff or owners. The City has 29 BMP agreements with private owners for maintenance and inspection. As of June 30, 2022, all BMPs except for one were current on inspection requirements. Enforcement action is currently underway to bring the owner into compliance. See Appendix for tracking spreadsheet.

5.2.c	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	Compliant. 29 privately owned BMP agreements. See Appendix for tracking spreadsheet. Maintenance Agreements are designated with an M in Notes column.
5.2.d	<b>Optional</b> - Develop and implement a progressive compliance and enforcement strategy	Develop and implement strategy	Strategy	SW Program Administrator	Ongoing	Written Strategy	Given that we are not having widespread issues with compliance, the current program appears to be working well. The program will be reevaluated in PVS.
<b>5.3 Tracking and Reporting</b>							
5.3.a	BMP Tracking	Track all known permanent stormwater management facilities that discharge to the regulated small MS4 and submit the information listed in permit	Data as required by Permit (print & spreadsheet/ database)	SW Program Administrator	Annually	BMP Spreadsheet /Database	Compliant. No new BMPs added this year.
5.3.b	Update database or spreadsheet with new BMPs	Track new permanent stormwater management facilities	Database or spreadsheet with new BMP information	SW Program Administrator	Within 30 days of date brought online	BMP Spreadsheet /Database	Compliant. No new BMPs added this year.
5.3.c	Report construction BMPs	Report BMPs installed to control post-construction runoff through the DEQ Construction SW database	Confirmation statement	SW Program Administrator	Ongoing	Confirmation statement	Compliant. No new BMPs added this year.
5.3.d	Report other BMPs	Report any BMPs not included in the Construction SW database implemented between July 1 - June 30 in the DEQ BMP Warehouse	Confirmation statement	SW Program Administrator	No later than Oct. 1 each year	Confirmation statement and date information was submitted	Compliant. No new BMPs added this year.

5.4	<p>Evaluation and Assessment</p> <p>Evaluate and assess progress towards meeting measurable goals.</p>	<p>SW Program/E&amp;SC Program Administrators</p>	<p>Annually</p>	<p>Compliant. The City is currently only missing inspection reports from one owner and is in the process of obtaining it. The City will continue to notify owners of their responsibility and take enforcement action if necessary. We anticipate a few new BMPs being added this PY, given current construction.</p>
-----	--	---	-----------------	---



RECEIVED  
JUN 16 2014

**COMMONWEALTH of VIRGINIA**

Molly Joseph Ward  
Secretary of Natural Resources

**DEPARTMENT OF ENVIRONMENTAL QUALITY**  
Street address: 629 East Main Street, Richmond, Virginia 23219  
Mailing address: P.O. Box 1105, Richmond, Virginia 23218  
Fax: 804-698-4019 - TDD (804) 698-4021  
[www.deq.virginia.gov](http://www.deq.virginia.gov)

David K. Paylor  
Director  
(804) 698-4020  
1-800-592-5482

June 13, 2014

**J. Randall Wheeler, City Manager**  
City of Poquoson  
500 City Hall Avenue  
Poquoson, VA 23662

Dear Mr. Wheeler:

In accordance with §62.1-44.15:27 G of the Virginia Stormwater Management Act (Act), Department of Environmental Quality (DEQ) has completed the review of the City of Poquoson's final Virginia Stormwater Management Program (VSMP) application package submitted on June 02, 2014. Based on this review, DEQ has determined that the City of Poquoson VSMP is consistent with the Act, the VSMP regulation and the General VPDES Permit for Discharges of Stormwater from Construction Activities.

In light of this determination, DEQ approves the City of Poquoson's VSMP; and the City is authorized to operate a VSMP beginning on July 1, 2014. Please note that this approval is based on the content of the application package. Any changes made to the documents in the package after the approval date, including changes to the adopted ordinance, may necessitate DEQ evaluation as part of its compliance review of your approved VSMP.

Thank you for your cooperation in developing a VSMP. We look forward to continuing to assist the City with the implementation of its VSMP.

Sincerely,

David K. Paylor

cc: Melanie Davenport, Director, DEQ Water Division  
Frederick Cunningham, Director, DEQ Office of Water Permits  
Joan Salvati, Manager, DEQ Local Government Stormwater Programs

## **Constructed Wetlands Operations and Maintenance Plan**

**Vegetation Establishment Period:** Provided if new vegetation is installed.

During this establishment period, wetlands plantings shall be procured so that there is a warranty period. Plants that are under warranty and will be monitored and replaced as needed by the Contractor. City staff duties:

**Monitor the Contractor's activities** to ensure that the warranty is being honored.

- Time period: 12 months after substantial completion
- Frequency: Monthly visual inspection during growing season; bimonthly during winter
- Staff members: Engineering
- Follow up: provide information to contractor on distressed/dead vegetation and/or deficiencies in bird netting (if required).

**Evaluate the effectiveness of the types of wetlands plants used.**

- Time Period: In spring, after the start of growing season (end of March/April)
- Frequency: Annually
- Staff members: Public Works, Engineering
- Follow up: Create projects for fall planting of new varieties of plants
- Evaluation topics:
  - Do plants in general appear healthy?
  - During the growing season, do they appear to be growing and spreading?
  - Are they blooming at the appropriate time?
  - If not, are there better plant choices? Refer to the latest edition of the Virginia BMP Clearinghouse Specification for Constructed Wetlands.

**Monitor the perimeter landscaping:** Contractor is also responsible for maintaining the bushes located about the perimeter. Staff's role is to monitor these perimeter plantings to ensure the warranty is being honored.

- Time period: 12 months after construction completion.
- Frequency: Bimonthly
- Staff members: Public works or Engineering staff
- Follow up: Notify contractor regarding distressed/dead vegetation.

City personnel (Public Works) shall reseed grass/maintain good ground cover during establishment period.

Other site features will be maintained per the permanent O&M plan (attached).

### Inspections and Ongoing Maintenance

**Annual Inspections:** City Inspection or Engineering Staff member will inspect the facility at least once a year. Inspection items include:

- Monitor sediment accumulation levels in sediment forebay. Visually monitor every year.
- Monitor plant growth within the BMP. Note the presence of any invasive species/woody growth on steep side slopes. Annually.
- Inspect articulated concrete block overflow to ensure that voids in concrete block are filled with soil and plants are establishing. Annually.
- Inspect side slopes for erosion, animal burrows, and woody growth or other conditions that would impact slope stability or cause erosion. Annually.

**Ongoing Maintenance:** Public Works staff tasks:

- Perform work annually to trim grass/weeds so that flow in channel is not inhibited.
- While performing this work, remove woody growth on side slopes/bottom of facility.
- Prior to removing any potential weed or planting in created wetland area, meet with Engineering staff to determine if planting is invasive or provided for water quality. Only remove invasive species.
- Remove trash, debris, and floatables.

**Volunteer Projects:** The following tasks may be accomplished during volunteer events. City staff must be present for work. Safety measures shall be implemented as applicable to work location and tasks.

- Plant flowers or other foliage about the perimeter of the site. Volunteer coordinator to work with Public Works and Engineering to ensure plantings do not interfere with site maintenance or function.
- Remove debris, trash and floatables from the site. Provide information to volunteers on proper disposal of items and appropriate facilities/equipment.
- Rake leaves and other yard waste from site.
- As needed, with appropriate supervision, plant new wetlands plantings; thin or transplant wetlands plantings located in thickets. Ensure all safety measures are in place and volunteers clearly understand where they may and may not enter; ensure the locations of micropools and other safety hazards are clearly delineated.

**Non-Routine Maintenance**

Sediment Removal from the Sediment Forebay shall be provided as needed.

- **Timing:** Work shall occur during periods of low groundwater.
- Dewatering shall be in accordance with Public Works SOPs.
- Adequate dewatering and disposal sites for excavated spoils shall be determined and be available prior to sediment removal.

Invasive Species Control: Invasive species such as phragmites shall not be allowed to cover more than 15% of the wetland cell area. The site is highly visible from Victory Boulevard. Any observation of an invasive species will be reported to Public Works immediately so that its removal can be added to an ongoing maintenance duty list. Extended periods of dewatering shall only be used as a last resort to remove invasive species.

## Constructed Wetlands Annual Inspection Findings

<u>Inspection Item</u>	<u>Findings</u>	<u>Notes</u>
<u>Monitor sediment accumulation levels in sediment forebay</u>	No issues	
<u>Monitor plant growth on the BMP aquatic bench</u>	A large amount of plant growth	
<u>Invasive Species?</u>	No issues	
<u>Inspect inflow and outfall pipes to ensure adequate flow and that there is no erosion around or under the piping</u>	N/A	
<u>Inspect side slopes for erosion, animal burrows, and woody growth</u>	No issues	
<u>Following recent rain events, visually inspect turbidity levels in forebay and downstream pool to ensure forebay is functioning</u>	No issues, is functioning properly	

Performed by Garrett Fugans on 9/22/21







## Wet Pond Operations and Maintenance Plan

**Plan applies to City-owned Wet Ponds located on the City Hall property and at South Lawson Park.**

**Vegetation Establishment:** Vegetation is currently established in pond. The following is provided if additional vegetation is warranted:

During this establishment period, wetlands bench plantings will be monitored and replaced as needed by the Contractor. City staff duties:

**Monitor the Contractor's activities** to ensure that the warranty is being honored.

- Time period: 12 months after substantial completion
- Frequency: Monthly visual inspection during growing season; bimonthly during winter
- Staff members: Engineering
- Follow up: provide information to contractor on distressed/dead vegetation and/or deficiencies in bird netting (if required).

**Evaluate the effectiveness of the types of wetlands plants used.**

- Time Period: In spring, after the start of growing season (end of March/April)
- Frequency: Annually
- Staff members: Public Works, Engineering
- Follow up: Create projects for fall planting of new varieties of plants, thinning of existing vegetation if needed
- Evaluation topics:
  - Do plants in general appear healthy?
  - During the growing season, do they appear to be growing and spreading?
  - Are they blooming at the appropriate time?
  - If not, are there better plant choices? Refer to Virginia BMP Clearinghouse Specification for Constructed Wetlands, Table 13.4.
- City personnel (Public Works) shall reseed grass/maintain good ground cover during establishment period.

### Surrounding Site Activities:

Other site features will be maintained per the permanent O&M plan (attached).

### Inspections and Ongoing Maintenance

**Routine Visual Inspections:** City Public Work and Engineering staff members will visually inspect the facility during routine (monthly or more frequent) maintenance of the adjacent park area; as they drive by the site to go to work, and every time they enter the site:

- Visually monitor sediment accumulation levels in sediment forebay. Sediment levels to be measured during 5-year inspection.
- Following recent rain events, visually inspect turbidity levels in forebay and downstream pool to ascertain if sediment forebay is functional (no seeps; sufficiently low sediment accumulation level to allow for continued settlement in the forebay).
- Monitor plant growth on the BMP aquatic bench. Note the presence of any invasive species/woody growth on steep side slopes.
- Inspect inflow and outfall pipes to ensure adequate flow of water and to ensure there is no erosion around or under the piping.
- Inspect side slopes for erosion, animal burrows, and woody growth or other conditions that would impact slope stability or cause erosion.

**Ongoing Maintenance:** Public Works staff tasks:

- Perform work annually to trim grass/weeds.
- While performing this work, remove woody growth on side slopes/bottom of facility.
- Prior to removing any potential weed or planting in the aquatic bench, meet with Engineering staff to determine if planting is invasive or provided for water quality. Only remove invasive species.
- Remove trash, debris, and floatables.

**Volunteer Projects:** The following tasks may be accomplished during volunteer events. City staff must be present for work. Safety measures shall be implemented as applicable to work location and tasks.

- Plant flowers or other foliage about the perimeter of the site. Volunteer coordinator to work with Public Works and Engineering to ensure plantings do not interfere with site maintenance or function.
- Remove debris, trash and floatables from the site. Provide information to volunteers on proper disposal of items and appropriate facilities/equipment.
- Rake leaves and other yard waste from site.
- As needed, with appropriate supervision, plant new wetlands plantings; thin or transplant wetlands plantings located in thickets. Ensure all safety measures are in place and volunteers clearly understand where they may and may not enter; ensure that volunteers do not venture near the permanent wet pool.

**Non-Routine Maintenance**

Sediment Removal from the Sediment Forebay shall be provided as needed.

- Timing: Work shall occur during periods of low groundwater.
- Dewatering shall be in accordance with Public Works SOPs.
- Adequate dewatering and disposal sites for excavated spoils shall be determined and be available prior to sediment removal.

Invasive Species Control: Invasive species such as phragmites shall not be allowed to cover more than 15% of the wetland cell area. Any observation of an invasive species will be reported to Public Works immediately so that its removal can be added to an ongoing maintenance duty list. Extended periods of dewatering shall only be used as a last resort to remove invasive species.

Wet Pond Annual Inspection Findings

<u>Inspection Item</u>	<u>Findings</u>	<u>Notes</u>
<u>Monitor sediment accumulation levels in sediment forebay</u>	No issues	
<u>Monitor plant growth on the BMP aquatic bench</u>	Large amount of plant growth	
<u>Invasive Species?</u>	No issues	
<u>Inspect inflow and outfall pipes to ensure adequate flow and that there is no erosion around or under the piping</u>	No issues	
<u>Inspect side slopes for erosion, animal burrows, and woody growth</u>	No issues	
<u>Following recent rain events, visually inspect turbidity levels in forebay and downstream pool to ensure forebay is functioning</u>	Is functioning correctly	

Performed by Garrett Fengans on 9/22/21







South Lawson Pond Annual Inspection Findings

<u>Inspection Item</u>	<u>Findings</u>	<u>Notes</u>
<u>Monitor sediment accumulation levels in sediment forebay</u>	No issues	
<u>Monitor plant growth on the BMP aquatic bench</u>	Healthy plant growth around aquatic bench	
<u>Invasive Species?</u>	No issues	
<u>Inspect inflow and outfall pipes to ensure adequate flow and that there is no erosion around or under the piping</u>	Inflow and outflow pipes are near capacity at high tide	
<u>Inspect side slopes for erosion, animal burrows, and woody growth</u>	No issues	
<u>Following recent rain events, visually inspect turbidity levels in forebay and downstream pool to ensure forebay is functioning</u>	No issues	

Performed by Garrett Fennings on 9/22/21







*Location	*Name	Last Inspect.	Next Insp.	NOTES	Maint 1	Maint 2
Wythe Creek Rd	EXPRESS LUBE/ADVANCE AUTO	1/17/2019	Due 1/17/24	M (maintenance agreement)	Spillway was repaired and debris removed from pond 7/1/12 (prior to December 2012 inspection).	Weeds removed; pond vegetation planted in accordance with design requirements
Victory Blvd	KFC/TACO BELL/PIZZA HUT	1/4/2019	Due 1/4/24	M	April 1, 2012 pond restoration to design plans: Pond was cleaned out with excess soil and debris removed; new vegetation planted.	
416 Wythe Creek Rd.	LANGLEY FCU	7/16/2015	Due 7/16/25	No maintenance agreement requiring inspections; owner responsible for self inspections & maintenance.		
S. Lawson Rd	LAWSON PARK	9/22/2021	9/22/2022	City inspects.	Pond expanded and sediment forebay added 7/1/09	June 13, 2011: fountain installed to aerate pond;
Wythe Creek Rd	McDONALDS	7/16/2015	7/16/2025	Privately owned, flood control only pond. Constructed prior to CBPA.	October 1995 through April 1996: Pond redesigned and converted from an infiltration basin to a wet pond following infiltration pond failure.	July 1, 2014: debris removed; algae issue resolved
Wythe Creek Rd	POQUOSON COMMONS #1				Privately owned, flood control only pond. Constructed prior to CBPA. No maintenance agreement requiring inspections; owner responsible for self inspections & maintenance.	
Wythe Creek Rd	POQUOSON COMMONS #2	7/16/2015	Due 7/16/25		Privately owned, flood control only pond. Constructed prior to CBPA. No maintenance agreement requiring inspections; owner responsible for self inspections & maintenance.	

Wythe Creek Rd	RITE AID	7/16/2015	Due 7/16/25	Privately owned, flood control only pond. Constructed prior to CBPA. No maintenance agreement requiring inspections; owner responsible for self inspections & maintenance.
563 Wythe Creek Rd	POQUOSON FIRE STATION 2	9/23/2020	9/23/2025	Dry detention pond used for flood control only. Fire Department owned.
563 Wythe Creek Rd	POQUOSON FIRE STATION 2 (2)	9/23/2020	9/23/2025	Dry detention pond used for flood control only. Fire Department owned.
Wythe Creek Rd/Poquoson Avenue intersection	VDOT pond.	9/23/2020	9/23/2025	flood control only. Constructed by VDOT in the 1970's, prior to CBPA. City inspects every 5 years. Shallow depression pond.
105 Rens Rd	WHITE HOUSE COVE RESORT HOMES FILTERRA #1	6/11/2020	6/11/2025	<b>M</b> Unknown maintenance 7/1/14, 7/1/15
105 Rens Rd	WHITE HOUSE COVE RESORT HOMES FILTERRA #2	6/11/2020	6/11/2025	<b>M</b> Unknown maintenance 7/1/14, 7/1/15
Wythe Creek Rd	WYTHE CREEK MINI STORAGE	7/16/2015	Due 7/16/25	<b>M</b> Pond was cleaned out, expanded and graded to design plans in August-September 2006.
Weston Dr.	BENNETT CREEK POINT	7/20/2019	Due 7/20/24	<b>M</b> Pond was surveyed & inspected in August 2007. Pond was re-graded to achieve design conditions and re-inspected in March 2008.
Darden Dr.	BULL RUN	Completed 11/20/18	Due 11/20/23	<b>M</b> Pond re-graded, outfall modified in 2007 to achieve design conditions.

Channelwalk Dr	CHANNELWALK	2/27/2019	Due 2/27/24	M	
Firth Lane	RUBUS RUN	2/27/2017	Due 2/27/22	M	
Yorktown Rd	GARDEN ATRIUMS	5/16/2018	Due 5/16/23	M	Spillway was modified to perform as designed following the April 2005 inspection. July 2005 inspection confirmed pond was operating correctly.
Dryden Dr.	HERITAGE COVE POND 1	6/29/2018	Due 7/1/2023	M	Routine maintenance by HOA has been ongoing (7/1/11, 7/1/12, 7/1/13, 7/1/14, 7/1/15). Pond repair work has been scheduled for near future (fall 2015) to repair an eroded outfall and embankment. As part of effort, pond will be re-excavated to perform at design conditions.
Callis Ln.	HERITAGE COVE POND 2	6/29/2018	Due 7/1/2023	M	
Dryden Dr	HERITAGE COVE SHALLOW MARSH	6/29/2018	DUe 7/1/2023	M	
Black Oak Ct.	HOLLYS	6/4/2018	DUe 6/4/2023	M	
Pheasant Dr.	HUNTS COVE	2/19/2019	Due 12/19/24	M	Repairs to downstream dam, outfall and tidal check valve completed in December 2012 to restore design performance.

Pickins Drive	VICTORY COVE	9/8/2021	9/8/2026	M	
Hunts Neck Rd	HUNTS NECK ESTATES	4/24/2018	Due 4/24/23	M	
Elm St.	ISLAND COVE	8/15/2018	Due 8/15/23	M	
Woman Farm Dr.	LAKES AT POQUOSON	3/27/2019	Due 3/27/24	M	
W. Laydon Way	LAWSON FARMS	9/23/2019	Due 9/23/24	City inspects this pond as part of agreement with HOA.  Pond deepened and re-graded 7/1/05	
Henley Way	LYONS LANDING	11/30/2018	Due 11/30/23	M	Routine maintenance by HOA is ongoing (7/1/11, 7/1/12, 7/1/13, 7/1/14, 7/1/15).
Crescent Pt.	PHILLIPS POINT COVE	7/30/2018	Due 7/30/23	M	Outfall upgraded October 2001
Hollingsworth	RIVER'S EDGE	5/10/2019	Due 5/10/24	M	
Villa Dr.	VILLAS PHASE 1	4/16/2018	Due 4/16/23	M	
Villa Dr.	VILLAS PHASE 1(2)	4/16/2018	Due 4/16/23	M	
Huntlandia Way	VILLAS PHASE 2	4/16/2018	Due 4/16/23	M	
City Hall Ave.	CREATED WETLAND	9/22/2021	9/22/2022	M	
City Hall Ave.	WET POND	9/22/2021	9/22/2022	M	
Wythe Creek Rd	POQUOSON BAPTIST CHURCH	5/17/2019	Due 5/17/2024	M	

Hunis Neck Rd	MASONIC LODGE	7/3/2019	Due 7/3/24	M	

# Good Housekeeping

Appendix

City of Poquoson Annual Report

VAR# 040024

Fiscal Year 2022

Submitted to DEQ September 30, 2022

<b>BMP 6</b>	<b>Good Housekeeping</b>
	<b>Status of Compliance Spreadsheets</b>
<b>6.2</b>	<b>Typical Monthly SWPPP Inspection Form for High Priority Facility. Inspection forms are retained by Public Works per SWPPP.</b>
<b>6.3</b>	<b>List of NMP Covered Sites</b>
<b>6.5</b>	<b>Written Training Plan</b>
<b>6.5</b>	<b>Covid impacts on training; Summary of Training Objectives; Agenda for upcoming October training</b>
<b>6.5</b>	<b>Pesticides &amp; herbicide certifications</b>
<b>6.5</b>	<b>E&amp;SC and Stormwater Program Certifications</b>
<b>6.5</b>	<b>Emergency Responder Haz Mat training attendance</b>

6. Pollution Prevention/Good Housekeeping for Facilities Owned or Operated by the Permittee						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
6.1	Operations and Maintenance Activities	Continue to implement and update plans describing spill prevention and control and pollution prevention procedures for municipal facilities specifically to prevent illicit discharges	SOP(s)/ O&M Plan	SW Program Administrator/ EMS Team	Continuously	SOPs/ O&M Plan at <a href="https://www.ci.poquoson.vau.us/278/Stormwater-Quality">https://www.ci.poquoson.vau.us/278/Stormwater-Quality</a>
6.1a	Pollution prevention procedures at permittee-owned facilities	Continue to implement and update procedures for proper waste disposal, including yard waste	SOP(s)/ O&M Plan	SW Program Administrator/ EMS Team	Continuously	SOPs/ O&M Plan at <a href="https://www.ci.poquoson.vau.us/278/Stormwater-Quality">https://www.ci.poquoson.vau.us/278/Stormwater-Quality</a>
6.1b	Waste Disposal	Develop and implement procedures to prevent the discharge of municipal vehicle wash water into the MS4 without a separate VPDES permit	Operations Personnel and Department of Utilities Procedures	Operations Personnel and Department of Utilities	Continuously	SOPs/ O&M Plan at <a href="https://www.ci.poquoson.vau.us/278/Stormwater-Quality">https://www.ci.poquoson.vau.us/278/Stormwater-Quality</a>
6.1c	Manage Municipal Vehicle Wash Water and Wastewater					

6. Pollution Prevention/Good Housekeeping for Facilities Owned or Operated by the Permittee							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY 4 Status
6.1e	Stormwater System Maintenance BMPs	Require BMPs when discharging water pumped from utility construction and maintenance activities	BMPs Used	Operations Personnel	Continuously	SOPs/ O&M Plan	Compliant. The SOPs and O&M plan are provided in the City's SWPPP plan for municipal facilities. This is available on the City website at <a href="https://www.ci.poquoson.v.us/278/Stormwater-Quality">https://www.ci.poquoson.v.us/278/Stormwater-Quality</a>
6.1f	Bulk Storage BMPs	Require BMPs for bulk storage areas (salt storage, top soil stockpiles)	BMPs Used	Operations Personnel	Continuously	SOPs/ O&M Plan	Compliant. Materials are stored under roof. SOPs and O&M plan are provided in the City's SWPPP plan for municipal facilities at <a href="https://www.ci.poquoson.v.us/278/Stormwater-Quality">https://www.ci.poquoson.v.us/278/Stormwater-Quality</a>
6.1g	Manage Leaking Municipally-owned Leaking Vehicles	Prevent the discharge of pollutants to the MS4	BMPs Used	Operations Personnel	Continuously	SOPs/ O&M Plan	Compliant. The SOPs and O&M plan are provided in the City's SWPPP plan for municipal facilities. This is available on the City website at <a href="https://www.ci.poquoson.v.us/278/Stormwater-Quality">https://www.ci.poquoson.v.us/278/Stormwater-Quality</a>

6. Pollution Prevention/Good Housekeeping for Facilities Owned or Operated by the Permittee							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY 4 Status
6.1h	Manage Fertilizers and Pesticides	Implement procedures to ensure materials are applied in accordance with manufacturer's recommendations	Procedures	Operations Personnel	Continuously	SOPs/ O&M Plan	Compliant. Personnel applying these are trained and certified. The SOPs and O&M plan are provided in the City's SWPPP plan for municipal facilities. This is available on the City website at <a href="https://www.ci.poquoson.vau.278/Stormwater-Quality">https://www.ci.poquoson.vau.278/Stormwater-Quality</a>
6.2	Storm Water Pollution Prevention Plans (SWPPP)						
6.2a	High-priority facilities	Identify municipal high-priority facilities that have a high potential to discharge stormwater pollutants	# & type of high-priority facilities	SW Program Administrator	Within 12 months	List of high-priority facilities	Compliant. The City has one high-priority facility identified. The City's Public Works Yard houses Public Works, Utilities, and Vehicle Maintenance buildings and equipment.
6.2b	SWPPP Implementation	Maintain and implement SWPPPs for identified high-priority facilities	SWPPP	SW Program Administrator	Continuously	SWPPP	Compliant. SWPPP is available on the City website at <a href="https://www.ci.poquoson.vau.278/Stormwater-Quality">https://www.ci.poquoson.vau.278/Stormwater-Quality</a> . Typical SWPPP inspection form is found in appendix. Public Works retains monthly forms
6.3	Nutrient Management Plans (NMPs)						

6. Pollution Prevention/Good Housekeeping for Facilities Owned or Operated by the Permittee						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
						PY 4 Status
6.3a	NMP Implementation	Maintain and implement NMPs on permittee-owned lands where nutrients are applied to a contiguous area greater than one acre	NMP	SW Program Administrator & Landscape Division	Continuously	List of NMP Covered Sites
6.3b	Avoid 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	Public Works Director	Annually	Statement
6.4	Contractors					

6. Pollution Prevention/Good Housekeeping for Facilities Owned or Operated by the Permittee							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY 4 Status
	Contractors minimize the discharge of pollutants	Provide contract language, training, SOPs, etc. to contractors to use appropriate control measures to minimize the discharge of pollutants to the MS4	Contract language, SOPs, etc.	SW Program Administrator	Continuously	Contract language, SOPs, etc.	Compliant. Contractors are required to follow SOPs and are supervised by Public Works staff to ensure compliance. See SWPPP located on the City website at <a href="https://www.ci.poquoson.vau/278/Stormwater-Quality">https://www.ci.poquoson.vau/278/Stormwater-Quality</a>
6.5	Employee Education & Training	Maintain and implement a training plan for applicable staff	Training Plan	SW Program Administrator	PY1	Training Plan	Compliant. Training plan is in the Appendix.
6.5a	Written training plan	Provide training to field personnel in the recognition and reporting of illicit discharges	# of training sessions / # employees trained	SW Program Administrator	No less than once every 24 months	Date, Attendance list, Summary of training objectives	Training will resume in PY5. Previous scheduled trainings had been cancelled due to Covid. See Appendix for full plan.
6.5b	IDDE Training for field personnel	Provide training to Streets & Landscape Divisions for road, street & parking lot maintenance	# of training sessions / # employees trained	SW Program Administrator	No less than once every 24 months	Date, Attendance list, Summary of training objectives	Training will resume in PY5. Previous scheduled trainings had been cancelled due to Covid. See Appendix for full plan.
6.5c	Streets & parking lot maintenance staff training	Provide training to Streets & Landscape Divisions for road, street & parking lot maintenance	# of training sessions / # employees trained	SW Program Administrator	No less than once every 24 months	Date, Attendance list, Summary of training objectives	Training will resume in PY5. Previous scheduled trainings had been cancelled due to Covid. See Appendix for full plan.

6. Pollution Prevention/Good Housekeeping for Facilities Owned or Operated by the Permittee						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
6.5d	Good housekeeping at municipal yards	Provide training on good housekeeping and pollution prevention practices to employees working in and around maintenance, public works, or rec facilities	# of training sessions / # employees trained	SW Program Administrator	No less than once every 24 months	Date, Attendance list, Summary of training objectives
6.5e	Pesticides & herbicide certifications	Maintain certifications and training for pesticide and herbicide applicators in accordance with Virginia Pesticide Control Act and verify contractors have obtained	Certifications obtained	SW Program Administrator	Continuously	Certifications
6.5f	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 and the Stormwater Management Act and verify that contractors have obtained	Certifications obtained	E&SC Program and SW Program Administrators	Continuously	Certifications
6.5g	Emergency Response employee training	Document spill management training for emergency responders	Certifications obtained	Haz-Mat officer	Annually	Certifications
Compliant. See Appendix						

6 Pollution Prevention/Good Housekeeping for Facilities Owned or Operated by the Permittee							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY 4 Status
6.6	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	SW Program Administrator	Annually	Annual report		Compliant. Spill prevention/good housekeeping was able to be held for the first time since Covid. All trainings/certifications are accounted for.

**CITY OF POQUOSON - Department of Public Works**  
**STORMWATER POLLUTION PREVENTION PLAN**  
**MONTHLY INSPECTION REPORT**  
**November 2021**

<b>FACILITY NAME:</b> City of Poquoson, Public Works/Utilities/Fleet Maintenance Facility
<b>FACILITY ADDRESS:</b> 12 Municipal Drive, Poquoson, VA 23662

**NOTE:** The facility is located on approx. 4.52 acre portion of a 15.25 acre parcel. The facility contains an equipment storage building, utilities building, fleet maintenance garages, wash bay, salt/sand storage shed, fuel/oil storage tanks and storage for construction related materials. (*SEE ATTACHED MAP*)

**CONTACTS:**

NAME:	TITLE:	TELEPHONE:
John Anderson	Director of Public Works	(757) 868-3592
Chad Krejcarek	Utilities Superintendent	(757) 868-3594
Jon Ellis	Fleet Maintenance Supervisor	(757) 868-3595
Mark Boesen	PW Manager/Const. Supervisor	(757) 868-5312

MATERIAL	DESCRIPTION	LOCATION	QUANTITY	EXPOSED YES	NO	SPILLS / LEAKS YES	NO
Gasoline	Dual Walled Storage Tank (Outside)	Above Ground	4000 gals	X			X
Diesel Fuel	Dual Walled Storage Tank (Outside)	Above Ground	6000 gals	X			X
Heating Oil	Storage Tanks (Outside)	Above Ground	275 gals ea.	X			X
Other Waste Fluids	Used Motor Oil Storage Tank (Inside)	Above Ground	385 gals		X		X
Used Batteries	Various Types	Covered Outside Container	Approx. 0		X		X
Used Tires	Various Types	Covered Outside Container	Approx. 100		X		X
Metal	Various Types	Yes – Covered Outside on pallet	Various Amounts		X		X

<b>Were Leak Detection Device(s) on Storage Tank(s) Visually Inspected?</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	---	-----------------------------

<b>Were Exterior Seam(s) on Storage Tank(s) Visually Inspected?</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	---	-----------------------------

**NOTE:** If any of the above was exposed to storm water please describe below:

**MATERIAL EXPOSED TO STORMWATER, LEAKS/SPILLS? X Yes    No Please describe below:**

- Used motor oil storage tank (inside) is pumped 1-2 times a month with additional service when needed by Heritage-Crystal Clean, LLC. Cleaned weekly & checked daily or as needed. Remove all containers, oil tank etc. from building and clean ALL. This is done yearly with regular maintenance & cleaning performed twice a week. ***Oil storage tank pumped out by Heritage-Crystal Clean, LLC on 11/16/21.***
- All tanks with exception of used motor oil are located outside. Used batteries and tires are stored in separate containers and covered to limit exposure to elements.
- Concrete blocks are needed to continue replacement of existing walls for storage of sand, cold patch however current holding system is adequate at this time.

MATERIAL	DESCRIPTION	LOCATION	QUANTITY	EXPOSED YES NO	SPILLS / LEAKS YES NO
Asphalt	Cold Patch Mix	Covered / Under Shelter	Approx. 1/2 tons	X	X
Salt / Sand Material Storage	Salt / Sand Mix For Use on Roadway	Covered / Under Shelter	Approx. 300 tons	X	X
Stone Material Storage	Processed Stone	Outside Stockpiles	Approx. 475 tons	X	X

**NOTE:** If any of the above was exposed to storm water please describe below:

**MATERIAL EXPOSED TO STORMWATER, LEAKS/SPILLS? X Yes    No Please describe below:**

- Processed stone – Outside stockpiles
- Inspect rock check dam in Public Works Compound (Southern End)

**Description of Equipment & Vehicles “FOUND” with Problems**

EQUIPMENT STORAGE AREA	DESCRIPTION & NUMBER OF EQUIPMENT	Description of spill / leak	EXPOSED YES NO	SPILLS / LEAKS YES NO
PUBLIC WORKS YARD	N/A	N/A		
PARKS MAINT. YARD	N/A	N/A		

**NOTE:** If any of the above was exposed to storm water please describe below:

**EQUIPMENT EXPOSED TO STORMWATER, LEAKS/SPILLS? X Yes    No Please describe below:**

- 80% of equipment is stored outside due to limited amount of covered space, monitored for leaks/spills daily and cleaned and repaired as needed.

WASH RACK AREA: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	CLEAN: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	SPILLS / STAINS: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
CHECK VALVE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	GRATE / WASH RACK: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

**OIL /WATER SEDIMENT SEPERATOR 1:**  Yes  No (Inspect on a monthly basis – Located on East side of Public Works Yard at wash rack. Installed July 2014.) Information updated 3-31-20. Pumped out by Clean Harbors as part of ongoing inspection. On 3-20-20 Clean Harbors – Cleaned oil & water separator.

**OIL /WATER SEDIMENT SEPERATOR 2:**  Yes  No (Inspect on a monthly basis) (Located in-between City Garage & Storage Building. Installed November 2013.) Information updated 3-31-20. Grates in building not in service as no washing & no water is released at this time.

**COMMENTS:** (If spills or strains are present, please describe & attach Spill / Leak Clean-up Report)

- Cleaned up dirt, grass & litter.
- Stains are old and pose no threat.
- Maintain & clean after each use.

**NOTE:** Wash Rack Area is uncovered. When in operation, staff members open a valve which allows the rack to drain through an oil/sediment separator and enter the municipal sewer system. Following wash operations, the wash rack pad is rinsed off and the valve is closed .When the wash rack is not in operation, storm water runoff from the concrete pad drains through grass in to a sediment trap. The sediment trap and oil/sediment separator is inspected monthly for accumulated sediment, trash and debris and cleaned when needed.

DUMPSTERS: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	CLOSED: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRAIN PLUGS: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
--	---	--

**COMMENTS:** (If spills or leaks are present, please describe)

- Clean sediment, dirt and debris from interiors of drainage inlets associated with the wash rack area.

**NOTE:** Dumpsters are stored on hard surface, are contained and dumped by provider on a weekly basis.

FUELING AREA: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	CLEAN: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	SPILLS / STAINS: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
---	--	--

**COMMENTS:** (If spills or strains are present, please describe & attach Spill / Leak Clean-up Report)

- Stains are old and pose no threat.

**NOTE:** Fueling Area is uncovered and exposed. All spills/leaks must be properly cleaned up and reported.

GENERAL FACILITY SITE AREA:
-----------------------------

- Pick up litter around wash-oil/water separator area and Parks Maintenance Compound.
- All non-hazardous absorbents and used oil filters are placed in separate containers, stored inside city garage and serviced when needed by Heritage-Crystal Clean, LLC.

**Description of Equipment & Vehicles "Repaired" with Problems**

<b>EQUIPMENT STORAGE AREA</b>	<b>DESCRIPTION &amp; NUMBER OF EQUIPMENT</b>	<b>* METHOD OF REPAIR</b>	<b>Work order # for repair</b>	<b>Repaired</b>	
				<b>Yes</b>	<b>No</b>
PUBLIC WORKS YARD	2007 Ray-Tech – #PW0028	Battery	#0000063411	X	
PUBLIC WORKS YARD	2014 Stihl FS94R – #PME29	Fuel System	#0000063404	X	
PUBLIC WORKS YARD				X	

<b>VEHICLE STORAGE AREA</b>	<b>DESCRIPTION &amp; NUMBER OF VEHICLE</b>	<b>* METHOD OF REPAIR</b>	<b>Work order # for repair</b>	<b>Repaired</b>	
				<b>Yes</b>	<b>No</b>
PUBLIC WORKS YARD	2005 Ford Expedition - #PW0031	Battery	#0000063441	X	
PUBLIC WORKS YARD				X	

**NOTE:** If any of the above was exposed to storm water please describe below:

**VEHICLE EXPOSED TO STORMWATER, LEAKS/SPILLS? X Yes    No Please describe below:**

- 80% of vehicles are stored outside due to limited amount of covered space, monitored for leaks/spills daily and cleaned and repaired as needed.
- Vehicles are visually checked daily & weekly as part of preventative maintenance training check list by Public Work employees and prior to use, any leaks are contained, or repaired on site by operator if possible, if not they are turned in to City Garage for repairs.
- Scheduled 4000 - 5000 mile inspections along with Bi-Monthly and Yearly for vehicles. With repairs completed on and off site.

Completed By: NAME: Mark G. Boesen SIGNED: Mark G. Boesen DATE: November 30, 2021  
(Print Name) (Signature)



## **City Properties Required to Use Nutrient Management Plans:**

The City of Poquoson does not fertilize its school sites.

Only two other City properties have contiguous managed turf areas of one acre or more:

### **South Lawson Park**

- Tax Map # 27-10-00-0006; 21-01-00-0141; 21-01-00-0136
- Lat: 37° 07' 23.79"N; Long: 76° 20' 44.60"W
- HUC CB21
- 1.42 contiguous acres turf
- 16.21 acres total acreage

### **Baseball complex at 17 Park Street**

- Tax Map # 210-01-00-0025
- Lat: 37° 07' 48.08" N; Long: 76° 21' 35.95"W
- HUC CB22
- 5.05 acres turf
- 9.60 acres total site acreage

## GOOD HOUSEKEEPING EMPLOYEE TRAINING PLAN

<u>Staff Roles</u>	<u>Training Priority</u>	<u>Training Frequency</u>	<u>Schedule</u>	<u>Certification Required</u>
<b>Field Personnel</b>	Receive training in the recognition and reporting of illicit discharges	No less than once per 24 months	First training this permit cycle is to be held in August 2022. Due to Covid, the City was unable to send employees to training for the past few years. Training last occurred in PY5 of previous permit cycle.	Not Required.
<b>Employees Performing Road, Street and Parking Lot Maintenance</b>	Receive training in pollution prevention and good housekeeping measures	No less than once per 24 months	First training this permit cycle is to be held in August 2022. Due to Covid, the City was unable to send employees to training for the past few years. Training last occurred in PY5 of previous permit cycle.	Not Required.
<b>Pesticide and Herbicide Applicators</b>	Become certified by the Virginia Department of Agriculture and Consumer Services Pesticide and Herbicide program	In accordance with the Virginia Pesticide Control Act	In accordance with the Virginia Pesticide Control Act; certifications must be kept current	Virginia Department of Agriculture and Consumer Services Pesticide and Herbicide Applicator's Certification
<b>Virginia Erosion and Sediment Control Program inspectors, plan reviewers, program administrators and site operators</b>	Staff in these roles shall maintain certifications; site operators shall demonstrate they hold a Responsible Land Disturber certification.	Certifications shall be continuously held in accordance with Virginia Erosion and Sediment Control Law and attendant regulations.	Certifications shall be continuously held in accordance with Virginia Erosion and Sediment Control Law and attendant regulations.	Certifications in accordance with Virginia Erosion and Sediment Control Law and attendant regulations.

## GOOD HOUSEKEEPING EMPLOYEE TRAINING PLAN

<b>Virginia Erosion and Sediment Control Program inspectors, plan reviewers, and program administrators and contractors acting in those capacities</b>	Staff and contractors in these roles shall maintain certifications	Certifications shall be continuously held in accordance with Virginia Stormwater Management Act and attendant regulations.	Certifications shall be continuously held in accordance with Virginia Stormwater Management Act and attendant regulations.
<b>Emergency Response Employees</b>	The Fire Department takes the lead in this area and conducts annual training. The Police Department also is trained in Hazardous Waste Response.	Annually for the Fire Department.	Certification is not required. However, staff members must pass a test at the end of training or re-take the training.

VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES	
PESTICIDE APPLICATOR	
Expires	Certificate Number
06/30/2023	124744-T
REGISTERED TECH FOR BL# 12950	
<p>DANIEL J REEDER CITY OF POQUOSON 500 CITY HALL AVE POQUOSON, VA 23662-1996</p>	
 Liza Fleeson Trossbach Authorized Representative	
(Fold Here)	
VALID ONLY FOR CATEGORIES LISTED	
60	REGISTERED TECHNICIAN
06/30/2025	
	
Sign Here	Pesticide Applicator

**Cut and Keep in  
Your wallet.**

**For Questions /Concerns call:  
Office of Pesticide Services  
(804)786-3798**

**VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**  
**P O BOX 1163, RICHMOND VA 23218-1163**

**PESTICIDE APPLICATOR CERTIFICATE**

Issued	REGISTERED TECH FOR BL# 12950	Fee Paid	Certificate
01/29/2021		EXEMPT	124744-T
Expires			
06/30/2023			



Issued in accordance with application duly executed by the person shown below who has agreed to comply with all applicable laws, rules and regulations

DANIEL J REEDER  
CITY OF POQUOSON  
500 CITY HALL AVE  
POQUOSON, VA 23662-1996



Jewel H. Bronaugh, Ph.D.  
Commissioner

Liza Fleeson Trossbach  
Authorized Representative

**VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**  
P O BOX 1163, RICHMOND VA 23218-1163

**PESTICIDE APPLICATOR CERTIFICATE**

Issued  
06/08/2020

REGISTERED TECH  
FOR BL# 12950

Fee Paid  
EXEMPT

Certificate  
130603-T

Expires  
06/30/2022



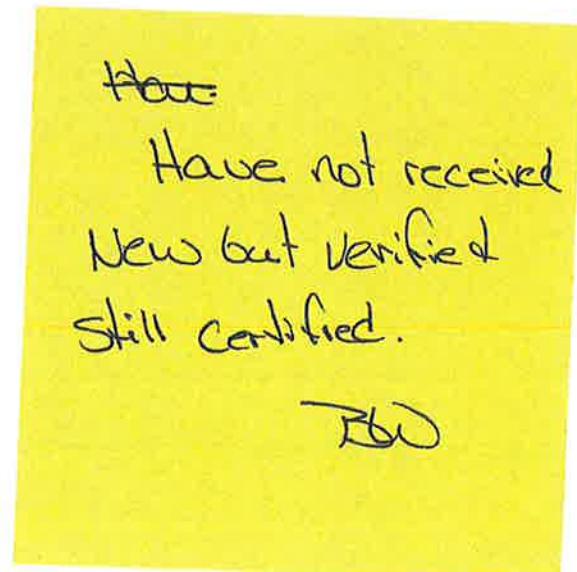
Issued in accordance with application duly executed by the person shown below who has agreed to comply with all applicable laws, rules and regulations

JERRY R BEAN  
CITY OF POQUOSON  
45 BLAKE LOOP  
APT E



Jewel H. Bronaugh, Ph.D.  
Commissioner

Liza Fleeson Trossbach  
Authorized Representative



VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES  
PESTICIDE APPLICATOR  
CERTIFICATE

Expires 06/30/2022 GOVT EMPLOYEE Certificate Number 38303-G  
FOR BL# 12950

BONNIE F HAMPTON  
CITY OF POQUOSON  
29 CRESTWOOD CIR  
HAMPTON, VA 23669

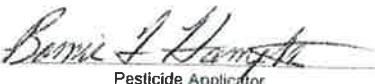


Liza Fleeson Trossbach  
Authorized Representative

(Fold Here)

VALID ONLY FOR CATEGORIES LISTED

3-A	ORNAMENTAL CONTROL	06/30/2022
3-B	TURF PEST CONTROL	06/30/2022
6	RIGHT-OF-WAY PEST CONTROL	06/30/2022
7-A	GENERAL PEST CONTROL	06/30/2022

  
Sign Here Pesticide Applicator

Cut and Keep in  
Your wallet.

For Questions /Concerns call:  
Office of Pesticide Services  
(804)786-3798

Same

VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES  
P O BOX 1163, RICHMOND VA 23218

**PESTICIDE APPLICATOR CERTIFICATE**

Issued  
08/13/2020

GOVT EMPLOYEE  
FOR BL# 12950

Fee Paid  
EXEMPT Certificate  
38303-G



Issued in accordance with application duly executed by the person shown below who has agreed to comply with all applicable laws, rules and regulations

BONNIE F HAMPTON  
CITY OF POQUOSON  
29 CRESTWOOD CIR  
HAMPTON, VA 23669



Jewel H. Bronaugh, Ph.D.  
Commissioner

Liza Fleeson Trossbach  
Authorized Representative

VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES	
PESTICIDE APPLICATOR	
Expires	CERTIFICATE
06/30/2023	REGISTERED TECH FOR BL# 6745
AARON M MC DANIEL CITY OF POQUOSON PUBLIC WORKS 500 CITY HALL AVE POQUOSON, VA 23662	
 Liza Fleeson Trossbach Authorized Representative	
(Fold Here)	
VALID ONLY FOR CATEGORIES LISTED	
60	REGISTERED TECHNICIAN
06/30/2023	
	
Sign Here	Pesticide Applicator

Cut and Keep in  
Your wallet.

For Questions /Concerns call:  
Office of Pesticide Services  
(804)786-3798

**VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**  
P O BOX 1163, RICHMOND VA 23218-1163

### PESTICIDE APPLICATOR CERTIFICATE

Issued	REGISTERED TECH FOR BL# 6745	Fee Paid	Certificate
01/29/2021		EXEMPT	93001-T
Expires			
06/30/2023			



Issued in accordance with application duly executed by the person shown below who has agreed to comply with all applicable laws, rules and regulations

AARON M MC DANIEL  
CITY OF POQUOSON PUBLIC WORKS  
500 CITY HALL AVE  
POQUOSON, VA 23662



Jewel H. Bronaugh, Ph.D.  
Commissioner

Liza Fleeson Trossbach  
Authorized Representative

# COMMONWEALTH OF VIRGINIA

## State Water Control Board

1111 East Main Street, Richmond, Virginia 23219

**Dual**

**Inspector**

**Garrett Jeffrey Feagans**



**CERTIFICATE NUMBER**

DIN1429

**EXPIRATION DATE**

3/1/2024



This certificate is for your records and should be kept in a safe location. Please detach the above certificate and the two wallet size cards below. It is your responsibility to ensure that your certification is kept current and that you meet the requirements for re-certification before the expiration date.

**COMMONWEALTH OF VIRGINIA**  
**State Water Control Board**  
1111 East Main Street, Richmond, Virginia 23219

**Dual  
Inspector**

Garrett Jeffrey Feagans

**Certificate Number**

DIN1429



**Expiration Date**

3/1/2024

**COMMONWEALTH OF VIRGINIA**  
**State Water Control Board**  
1111 East Main Street, Richmond, Virginia 23219

**Dual  
Inspector**

Garrett Jeffrey Feagans

**Certificate Number**

DIN1429



**Expiration Date**

3/1/2024

# COMMONWEALTH OF VIRGINIA

## State Water Control Board

1111 East Main Street, Richmond, Virginia 23219

**Dual**

**Plan Reviewer**

**Garrett Jeffrey Feagans**



**CERTIFICATE NUMBER**

DPR0175

**EXPIRATION DATE**

12/3/2021



This certificate is for your records and should be kept in a safe location. Please detach the above certificate and the two wallet size cards below. It is your responsibility to ensure that your certification is kept current and that you meet the requirements for re-certification before the expiration date.

**COMMONWEALTH OF VIRGINIA**  
**State Water Control Board**  
1111 East Main Street, Richmond, Virginia 23219

**Dual**

**Plan Reviewer**

Garrett Jeffrey Feagans

**Certificate Number**

DPR0175



**Expiration Date**

12/3/2021

**COMMONWEALTH OF VIRGINIA**  
**State Water Control Board**  
1111 East Main Street, Richmond, Virginia 23219

**Dual**

**Plan Reviewer**

Garrett Jeffrey Feagans

**Certificate Number**

DPR0175



**Expiration Date**

12/3/2021

# COMMONWEALTH OF VIRGINIA

## State Water Control Board

1111 East Main Street, Richmond, Virginia 23219

### EROSION AND SEDIMENT CONTROL Inspector

Erin Colleen Mixon



#### CERTIFICATE NUMBER

ESIN1998

#### EXPIRATION DATE

7/8/2024



This certificate is for your records and should be kept in a safe location. Please detach the above certificate and the two wallet size cards below. It is your responsibility to ensure that your certification is kept current and that you meet the requirements for re-certification before the expiration date.

# COMMONWEALTH OF VIRGINIA

## State Water Control Board

1111 East Main Street, Richmond, Virginia 23219

### EROSION AND SEDIMENT CONTROL

#### Plan Reviewer

Erin Colleen Mixon



#### CERTIFICATE NUMBER

ESPR0339

#### EXPIRATION DATE

7/8/2024



This certificate is for your records and should be kept in a safe location. Please detach the above certificate and the two wallet size cards below. It is your responsibility to ensure that your certification is kept current and that you meet the requirements for re-certification before the expiration date.

# COMMONWEALTH OF VIRGINIA

## State Water Control Board

1111 East Main Street, Richmond, Virginia 23219

### Erosion and Sediment Control

Combined Administrator

**Laura Jean Clement Nusz**



CERTIFICATE NUMBER

ESCA0261

EXPIRATION DATE

6/1/2023



This certificate is for your records and should be kept in a safe location. Please detach the above certificate and the two wallet size cards below. It is your responsibility to ensure that your certification is kept current and that you meet the requirements for re-certification before the expiration date.

COMMONWEALTH OF VIRGINIA  
State Water Control Board  
1111 East Main Street, Richmond, Virginia 23219

### Erosion and Sediment Control

Combined Administrator

Laura Jean Clement Nusz

Certificate Number

ESCA0261



Expiration Date

6/1/2023

COMMONWEALTH OF VIRGINIA  
State Water Control Board  
1111 East Main Street, Richmond, Virginia 23219

### Erosion and Sediment Control

Combined Administrator

Laura Jean Clement Nusz

Certificate Number

ESCA0261



Expiration Date

6/1/2023

# COMMONWEALTH OF VIRGINIA

## State Water Control Board

1111 East Main Street, Richmond, Virginia 23219

**Dual**

**Inspector**

**Laura Jean Clement Nusz**



**CERTIFICATE NUMBER**

DIN0456

**EXPIRATION DATE**

11/19/2024



This certificate is for your records and should be kept in a safe location. Please detach the above certificate and the two wallet size cards below. It is your responsibility to ensure that your certification is kept current and that you meet the requirements for re-certification before the expiration date.

**COMMONWEALTH OF VIRGINIA**  
**State Water Control Board**  
1111 East Main Street, Richmond, Virginia 23219

**Dual  
Inspector**

Laura Jean Clement Nusz

**Certificate Number**

DIN0456



**Expiration Date**

11/19/2024

**COMMONWEALTH OF VIRGINIA**  
**State Water Control Board**  
1111 East Main Street, Richmond, Virginia 23219

**Dual  
Inspector**

Laura Jean Clement Nusz

**Certificate Number**

DIN0456



**Expiration Date**

11/19/2024

Courses Report from OPEN DATE to OPEN DATE on FireRescue1 Academy

# **BMP SC: TMDL Special Conditions**

Appendix

**City of Poquoson Annual Report**

**VAR# 040024**

**Fiscal Year 2022**

**Submitted to DEQ September 30, 2022**

<u>BMP SC</u>	<u>Special Conditions: TMDLs</u>
	<b>Status of Compliance Spreadsheets</b>
<b>SC-1</b>	<b>TMDL Status Report for FY 2022</b>
<b>SC-1c</b>	<b>HRSD Nutrient Credit Agreement: Found in Appendix under BMP 1.4</b>
<b>SC-2</b>	<b>Back River and Poquoson River Bacterial TMDL Action Plans</b>

TMDL Special Conditions						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
SC-1	Chesapeake Bay TMDL	Update the Bay TMDL Action Plan to meet 40% reduction of pollutants of concern (POC)	Updated Bay TMDL Action Plan	SW Program Administrator	12 months after permit effective date	Updated Bay TMDL Action Plan
SC-1a	Update the Chesapeake Bay TMDL Action Plan	Provide opportunity for public comment on the updated Bay TMDL Action Plan	Opportunity provided for public comment period for no less than 15 days	SW Program Administrator	Prior to submittal of updated Bay TMDL Action Plan	Record of Comments
SC-1b	Provide opportunity for public comment on the updated Bay TMDL Action Plan	Opportunity provided for public comment	Public comment period for no less than 15 days	SW Program Administrator	Prior to submittal of updated Bay TMDL Action Plan	Record of Comments
SC-1c	Implement Bay TMDL Action Plan	Implement the Bay TMDL Action Plan to meet 40% of the Level 2 (L2) reductions of pollutants of concern (POC) by the end of the permit cycle	BMPs implemented	SW Program Administrator	End of PY5	Bay TMDL Action Plan
SC-2	Local TMDL	Develop a local TMDL Action Plan	Local TMDL Action Plan	SW Program Administrator	No later than 18 months after permit effective date	Local TMDL Action Plan
SC-2a	Local TMDL Action Plan for TMDLs approved by EPA prior to July 1, 2013	Develop a local TMDL Action Plan	Local TMDL Action Plan	SW Program Administrator	No later than 30 months after the permit effective date	Local TMDL Action Plan
SC-2b	Local TMDL Action Plan for TMDLs approved by EPA on or after July 1, 2013 and prior to June 30, 2018	Develop a local TMDL Action Plan	Local TMDL Action Plan	SW Program Administrator	No later than 18 months after permit effective date	Local TMDL Action Plan
						N/A Poquoson only has bacterial TMDLs approved after July 1, 2013.
						Compliant. TMDL Action Plans developed and submitted to DEQ in May 2021. See appendix for attached action plans.

SC-2c	Identify the significant sources of the POC	Identify the significant sources	Sources identified	SW Program Administrator	No later than 18 or 30 months after permit effective date, as applicable	Local TMDL Action Plan	Compliant. See Action Plans included in appendix
SC-2d	Outreach strategy to enhance public (including staff) education on reducing bacteria discharges	Develop and implement an outreach strategy	Outreach Strategy	askHRgreen and SW Program Administrator	No later than 18 or 30 months after permit effective date, as applicable	Local TMDL Action Plan	Compliant. See Action Plans included in appendix
SC-2e	Schedule of anticipated actions for this permit term	Schedule of anticipated actions provided	Schedule of actions	SW Program Administrator	No later than 18 or 30 months after permit effective date, as applicable	Local TMDL Action Plan	Compliant. See Action Plans included in appendix
SC-2f	Public comment period for the updated Local TMDL Action Plan	Opportunity provided for public comment	Public comment period for no less than 15 days	SW Program Administrator	Prior to submittal of updated Local TMDL Action Plan	Record of Comments	Compliant. Public comment period took place in April 2021.
SC-3	Bacteria TMDL						
SC-3a	Implement at least 3 strategies from Table 5	Identify strategies	At least 3 strategies implemented	SW Program Administrator	As listed in schedule of anticipated actions	Bacteria TMDL Action Plan	Compliant. See Action Plans included in appendix
SC-4	Sediment, Phosphorous, and Nitrogen TMDLs						
SC-4a	Implement BMPs to reduce pollutant loads	BMPs listed in the VA BMP Clearinghouse, BMPs approved by the CBP, or using land disturbance thresholds lower than required	BMPs installed	SW Program Administrator	As listed in schedule of anticipated actions	Sediment, P, or N TMDL Action Plan	N/A Poquoson only has bacterial TMDLs approved after July 1, 2013.
SC-4b	Submit anticipated end date by which the WLA will be met	Identify anticipated end date	Submit anticipated end date	SW Program Administrator	36 months after effective date of permit	Annual report	N/A Poquoson only has bacterial TMDLs approved after July 1, 2013.
SC-5	PCB TMDLs						

Develop an inventory of potentially significant sources of PCBs owned or operated by the permittee	Develop potentially significant sources inventory	Potentially significant sources identified	SW Program Administrator	As scheduled in permit	PCB TMDL	N/A Poquoson only has bacterial TMDLs approved after July 1, 2013.
--	---	--	--------------------------	------------------------	----------	--

## **TMDL Status Reports**

**Chesapeake Bay TMDL Implementation:** As reported in its 2018 annual report, the City of Poquoson met and exceeded the 2018 implementation goal for the Bay TMDL. Information on this is provided in the draft Chesapeake Bay TMDL Action Plan that was provided to DEQ in Permit Year one, in accordance with permit requirements. Poquoson also provided a copy of the attached draft to DEQ in 2018. No comments on this draft have been provided to date. The City is therefore using this draft action plan.

While the City plans to continue implementing water quality measures, the draft plan calls for the use of credits obtained via the HRSD trading agreement. This document is provided in the annual report. In addition, additional properties are converting from septic tank to sewer connections. Poquoson has over a 99% connection rate to its sewer system. This leaves only 39 residences in the City being served by a septic tank.

**Bacterial TMDL Implementation:** The City's bacterial TMDLs were approved by the EPA in 2017. The action plan for these TMDLs was due 30 months after the permit issuance. The City posted both the Back River and Poquoson River TMDLs online for a public comment period in April 2021. The City received no comments on the plans and submitted the plans to DEQ in May 2021. The plans are attached below. The City has been implementing steps to reduce bacteria in its waters and from its MS4 for several years now. This work includes providing free boat pump outs on City docks in both the Back and Poquoson River watersheds. Our education program emphasizes picking up after pets. Pet waste stations are provided at City parks and are available to civic groups interested in adopting and maintaining a station. Finally, Poquoson is working with the Fish and Wildlife Service and USDA to reduce itinerant wildlife bacterial loads. Poquoson is located adjacent to a federal wildlife refuge. City ponds and parks draw waterfowl, primarily geese, that make the waters permanent homes instead of migrating. This program is reducing the goose population and associated waste.

Fiscal Year 2022

# **BACK RIVER BACTERIAL TMDL ACTION PLAN**

**CITY OF POQUOSON, VIRGINIA**

**VAR 040024**

**April 22, 2021**

In accordance with the requirements of the GENERAL VPDES PERMIT FOR DISCHARGES OF STORMWATER FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (9VAC25-890-40), the City of Poquoson is required to develop an action plan to address bacterial contamination in the Back River. The Virginia Department of Environmental Quality established Total Maximum Daily Loads of Bacteria for Back River in York County and the Cities of Hampton, Poquoson, and Newport News, Virginia in 2018. It was approved by the EPA on February 9, 2018 and can be found on the DEQ's website at <https://www.deq.virginia.gov/water/water-quality/tmdl-development/approved-tmdls>

**TMDL PROJECT NAME:** Back River Fecal Coliform TMDL

**EPA APPROVAL DATE:** 2/09/2018

**PUBLIC COMMENTS** ON THIS ACTION PLAN WILL BE ACCEPTED THURSDAY, APRIL 22, 2021 THROUGH SUNDAY, MAY 3, 2021. COMMENTS SHOULD BE EMAILED TO THE ENGINEERING DEPARTMENT AT [garrett.feagans@poquoson-va.gov](mailto:garrett.feagans@poquoson-va.gov) Comments may also be submitted in writing to the Engineering Department at 500 City Hall Avenue, Poquoson, VA 23662.

**WASTELOAD ALLOCATED TO THE PERMITTEE:** The following table 4.2 is excerpted from the Back River TMDL. Table 4.2 provides Wasteload allocations for all MS4s in the watershed. Poquoson's wasteload is 3.20E+11, a reduction of 61.78%.

**Table 4.2: Estimated Daily Wasteloads and Allowable Wasteloads for Fecal Coliform by MS4 Permit<sup>1</sup>**

Watershed	Permit Number	MS4 Permit Holder	Existing Load (Counts/day)	Wasteload Allocation (Counts/day)	Percent Reduction(%) <sup>2</sup>
Poquoson River	VAR040024	City of Poquoson	8.38E+11	3.20E+11	61.78
	VAR040028	York County	2.20E+12	1.24E+12	43.69
	VAR040115	VDOT	8.53E10	8.53E10	0.0
	SUM		3.04E+12	1.56E+12	48.68
Back Creek	VAR040028	York County	9.56E+10	8.52E+10	10.86
	VAR040115	VDOT <sup>3</sup>	N/A	N/A	
	SUM		9.56E+10	8.52E+10	10.86

<sup>1</sup>For MS4 permits, the permittee may address the TMDL WLAs for stormwater through the iterative implementation of programmatic BMPs.

<sup>2</sup>Percent reduction is based on averaged daily WLA and is computed as a reduction from the baseline existing load

<sup>3</sup>No VDOT managed highway

Note that because of the nature of the bacteria TMDL, any new or expanded permittee may discharge into the watershed at the bacteria water quality criteria without a TMDL revision.

**SIGNIFICANT SOURCES OF BACTERIA DISCHARGING TO THE PERMITTEE'S MS4:** The following are sources of bacterial discharging to Poquoson's MS4 that are not covered under a separate permit. It should be noted that a significant majority of the length of the City of Poquoson's storm sewer system is tidal or tidally influenced. This means that the waters of the Back River are transported by the tide into the City's storm sewer system. Tidal waters transport downstream pollutants, including pollutants from other localities and from the Plum Tree Island Federal Wildlife Refuge, into the City's MS4 system. This has a bearing on the water quality of the City's storm sewer system that is difficult if not impossible to quantify. It also means that flows through the drainage system could still contain bacteria even if the City were able to

remove 100% of the upstream sources of bacteria from its service area.

The following significant sources have been identified:

- The Plum Tree Island Federal Wildlife Refuge: While the Refuge is outside the Poquoson service area, the TMDL assigns a portion of the wildlife refuge's bacterial runoff to the City's service area, citing tidal conveyance of the runoff into water bodies within the service area. While only a portion of the runoff pollution was assigned to the service area, the refuge's extremely large size still makes this loading significant. City property records indicate the refuge is 3,290 acres. This area drains to the Back and Poquoson Rivers. In comparison, the City of Poquoson's service area in the Back River is 1,250 acres. Obviously, the refuge is also a source of waterfowl that may on occasion wander into the City's MS4 service area. While DEQ was assigned a wasteload allocation that is in part due to the refuge, the City cannot take any action to mitigate bacterial pollution from the property. A portion of Plum Tree was used as a bombing range during and prior to the 1950's. Public access to the refuge is prohibited, and the City of Poquoson has no role in its management. City workers cannot enter the property and cannot control any activities on the island.
- Itinerant waterfowl taking up residence in the developed portion of the City.
- Septic tank and sanitary sewer overflow waste. As commented on in stakeholders' advisory group meetings during the initial TMDL development, the water quality monitoring data for these reports was for a term of 2007 to 2014. The long-term water quality and bacterial levels in the watershed before, during and after this period show a continuing downward trend in bacteria in the waters receiving runoff from the Poquoson service area. This is due in large part to the City's major expansion of its sewer system in the first decade of the 2000's and its current municipal sewer find and fix program. The 2018 revision to the TMDL prior to EPA approval did consider and try to update data. However, more improvement in water quality monitoring data is expected in future years.

- Boat privy dumping, calculated based on the number of marinas is a contributing factor to bacteria in the watershed. While dumping occurs in open waters outside City limits, the load is attributed to the service area.
- Pet waste

## **BEST MANAGEMENT PRACTICES DESIGNED TO REDUCE BACTERIA IN ACCORDANCE WITH PARTS II B 4, B 5 AND B 6:**

Best Management Practices (BMPs) are listed by significant source:

- Other source: Plum Tree Island Federal Wildlife Refuge wildlife: as noted above, this federally owned reserve is off limits to the City of Poquoson and its residents. City staff's past efforts to include the Refuge staff members in TMDL stakeholders' groups or discussions have not met with success. This is not a pollutant source that Poquoson has legal authority to address and we defer to the U.S. Fish and Wildlife Service.
- Birds (Waterfowl): The most significant concentration of itinerant waterfowl that have been observed in the City of Poquoson is the Canadian Goose flock at the South Lawson Park pond and on the fields. These birds no longer appear to be migratory and remain at the park year-round. The City of Poquoson has worked to find solutions to this goose infestation. Past efforts included "scarecrows" in the form of wooden silhouette cut outs and staff members returning daily to the park to chase the geese away. These have not helped and the goose population has grown as new goslings have hatched and taken up residence. The best measure for reducing and possibly eliminating itinerant geese is to work with the U.S. Fish and Wildlife Service on population control strategies. The City has initiated this effort and plans to continue this as needed. This effort will be expanded to include other City properties if a permanent goose population appears to be developing on those properties. In addition, the City will provide public education discouraging feeding waterfowl.
- Illicit discharges to the MS4: Human fecal coliform from septic tanks: Over 95% of the City's residences are connected to public sewer. Poquoson will maintain its proactive outreach program to septic tank owners, reminding them of the need for pump outs. In addition, the City will educate septic tank owners on how to determine whether their septic system is failing. This campaign will be targeted on the approximately 30 homes out of almost 4000 still connected to septic tanks. The City will also continue its aggressive sewer system find

and fix program performed as part of the regional Consent Order effort.

- Other sources: Boat privy waste: Poquoson will continue to operate boat privy pump outs at two locations in the City. It will educate the public as to their availability by publishing locations on its blueway map. This map is included in Parks and Recreation brochures and on the City's website. The City will also include the location of privately owned pumpouts on the map.
- Domestic Pets: Provide at minimum one sign and one pet waste station equipped with a disposal can and with pet waste bags at each of the City's parks and trails.

**CALCULATIONS:** The City of Poquoson does not have a TMDL for pollutants identified in Part II B 4, B 5 or B 6. Therefore, calculations and outreach strategies targeted at those pollutants are not required.

**SCHEDULE OF ANTICIPATED ACTION PLANNED FOR  
IMPLEMENTATION DURING THE PERMIT TERM:**

- By December 31, 2021: Information will be posted on the City website and the Poquoson Cable TV channel on the proper disposal of pet waste and on NOT feeding waterfowl.
- By December 31, 2021: Educational articles submitted to the Island Times, a City-wide magazine sent to every household in the Poquoson, on picking up after pets and not feeding waterfowl.
- January 2022 through the end of Permit Year 5: Staff members will continue updating the public education outreach described above. Poquoson will continue to participate in the regional AskHRGreen educational campaign on pet waste.
- By October 31, 2023: Education on boat privy pump out facilities will be distributed through the blueways map and other sources targeted at boaters.
- By October 31, 2023: City staff members will establish and maintain a relationship with the US Fish and Wildlife Service and/or other government programs to actively reduce itinerant goose populations at South Lawson Park and other City properties as needed.
- Ongoing, continuing through the remainder of the permit term: Poquoson will continue to maintain a database of known septic tank owners in the City and will continue its septic tank pumpout reminder outreach. The Poquoson Utilities Department will continue its find and fix program to identify and repair sewer system issues in an effort to minimize and eliminate wet weather overflows.
- By October 31, 2023: Poquoson staff members will have developed and distributed to septic tank owners an educational paper explaining how to identify failing septic tanks and needed corrective steps.

**INCLUSION BY REFERENCE OF THIS ACTION PLAN AND ANNUAL PROGRESS REPORTING:** The City's MS4 program plan includes the development and implementation of this action plan as required actions (see BMP SC). The City of Poquoson Annual Report for the MS 4 program, provided to DEQ by October 1<sup>st</sup> of each year will include a progress report of the previous year's actions and the planned actions for the upcoming permit year. Next year's annual report will include the finalization date and title for this action plan in the BMP SC status of compliance and next permit year's planned actions, as well as on the progress report.

**COMMENTS:** This action plan is being posted on the City's website beginning Thursday, April 22, 2021. A ten-day comment period will follow, ending Monday, May 3, 2021. Following this comment period, the action plan will remain posted on line and the public will continue to be invited to provide comments to the Poquoson Engineering Department anytime.

END OF DOCUMENT

# **POQUOSON RIVER AND BACK CREEK BACTERIAL TMDL ACTION PLAN**

**CITY OF POQUOSON, VIRGINIA**

**VAR 040024**

**April 22, 2021**

In accordance with the requirements of the GENERAL VPDES PERMIT FOR DISCHARGES OF STORMWATER FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (9VAC25-890-40), the City of Poquoson is required to develop an action plan to address bacterial contamination in the Poquoson River. The Virginia Department of Environmental Quality established Total Maximum Daily Loads of Bacteria for Poquoson River in York County and the City of Poquoson, Virginia in 2018. A waste load allocation was also assigned to VDOT. It was approved by the EPA on February 9, 2018 and can be found on the DEQ's website at <https://www.deq.virginia.gov/water/water-quality/tmdl-development/approved-tmdl>

**TMDL PROJECT NAME:** Poquoson River and  
Back Creek Fecal Coliform TMDL

**EPA APPROVAL DATE:** 2/01/2018

**PUBLIC COMMENTS** ON THIS ACTION PLAN WILL BE ACCEPTED THURSDAY, APRIL 22, 2021 THROUGH SUNDAY, MAY 3, 2021. COMMENTS SHOULD BE EMAILED TO THE ENGINEERING DEPARTMENT AT [garrett.feagans@poquoson-va.gov](mailto:garrett.feagans@poquoson-va.gov) Comments may also be submitted in writing to the Engineering Department at 500 City Hall Avenue, Poquoson, VA 23662.

**WASTELOAD ALLOCATED TO THE PERMITTEE:** The following table 4.2 is excerpted from the Poquoson River and Back Creek TMDL. Table 4.2 provides Wasteload allocations for all MS4s in the watershed. Poquoson's wasteload is 3.20E+11, a reduction of 61.78%.

**Table 4.2: Estimated Daily Wasteloads and Allowable Wasteloads for Fecal Coliform by MS4 Permit<sup>1</sup>**

Watershed	Permit Number	MS4 Permit Holder	Existing Load (Counts/day)	Wasteload Allocation (Counts/day)	Percent Reduction
Poquoson River	VAR040024	City of Poquoson	8.38E+11	3.20E+11	
	VAR040028	York County	2.20E+12	1.24E+12	
	VAR040115	VDOT	8.53E10	8.53E10	
	SUM		3.04E+12	1.56E+12	
Back Creek	VAR040028	York County	9.56E+10	8.52E+10	
	VAR040115	VDOT <sup>2</sup>	N/A	N/A	
	SUM		9.56E+10	8.52E+10	

<sup>1</sup>For MS4 permits, the permittee may address the TMDL WLAs for stormwater through the iterative implementation of programmatic BMPs.

<sup>2</sup>Percent reduction is based on averaged daily WLA and is computed as a reduction from the baseline load

<sup>3</sup>No VDOT managed highway

Note that because of the nature of the bacteria TMDL, any new or expanded permittee may discharge into the watershed at the bacteria water quality criteria without a TMDL revision.

**SIGNIFICANT SOURCES OF BACTERIA DISCHARGING TO THE PERMITTEE'S MS4:** The following are sources of bacterial discharging to Poquoson's MS4 that are not covered under a separate permit. It should be noted that a significant majority of the length of the City of Poquoson's storm sewer system is tidal or tidally influenced. This means that the waters of the Poquoson River are transported by the tide into the City's storm sewer system. Tidal waters transport downstream pollutants, including pollutants from other localities and from the Plum Tree Island Federal Wildlife Refuge, into the City's MS4 system. This has a bearing on the water quality of the City's storm sewer system that is difficult if not

impossible to quantify. It also means that flows through the drainage system could still contain bacteria even if the City were able to remove 100% of the upstream sources of bacteria from its service area.

The following significant sources have been identified:

- The Plum Tree Island Federal Wildlife Refuge: While the Refuge is outside the Poquoson service area, the TMDL assigns a portion of the wildlife refuge's bacterial runoff to the City's service area, citing tidal conveyance of the runoff into water bodies within the service area. While only a portion of the runoff pollution was assigned to the service area, the refuge's extremely large size still makes this loading significant. City property records indicate the refuge is 3,290 acres. This area drains to the Back and Poquoson Rivers. In comparison, the City of Poquoson's service area in the Poquoson River is a fraction of this amount. Obviously, the refuge is also a source of waterfowl that may on occasion wander into the City's MS4 service area. While DEQ was assigned a wasteload allocation that is in part due to the refuge, the City cannot take any action to mitigate bacterial pollution from the property. A portion of Plum Tree was used as a bombing range during and prior to the 1950's. Public access to the refuge is prohibited, and the City of Poquoson has no role in its management. City workers cannot enter the property and cannot control any activities on the island.
- Itinerant waterfowl taking up residence in the developed portion of the City.
- Septic tank and sanitary sewer overflow waste. As commented on in stakeholders' advisory group meetings during the initial TMDL development, the water quality monitoring data for these reports was for a term of 2007 to 2014. The long-term water quality and bacterial levels in the watershed before, during and after this period show a continuing downward trend in bacteria in the waters receiving runoff from the Poquoson service area. This is due in large part to the City's major expansion of its sewer system in the first decade of the 2000's and its current municipal sewer find and fix program. The 2018 revision to the TMDL prior to EPA approval did consider and

try to update data. However, more improvement in water quality monitoring data is expected in future years.

- Boat privy dumping, calculated based on the number of marinas is a contributing factor to bacteria in the watershed. While dumping occurs in open waters outside City limits, the load is attributed to the service area.
- Pet waste

**BEST MANAGEMENT PRACTICES DESIGNED TO REDUCE  
BACTERIA IN ACCORDANCE WITH PARTS II B 4, B 5 AND B 6:**

Best Management Practices (BMPs) are listed by significant source:

- Other source: Plum Tree Island Federal Wildlife Refuge wildlife: as noted above, this federally owned reserve is off limits to the City of Poquoson and its residents. City staff's past efforts to include the Refuge staff members in TMDL stakeholders' groups or discussions have not met with success. This is not a pollutant source that Poquoson has legal authority to address and we defer to the U.S. Fish and Wildlife Service.
- Birds (Waterfowl): The most significant concentration of itinerant waterfowl that have been observed in the City of Poquoson is the Canadian Goose flock at the South Lawson Park pond and on the fields. These birds no longer appear to be migratory and remain at the park year-round. The City of Poquoson has worked to find solutions to this goose infestation. Past efforts included "scarecrows" in the form of wooden silhouette cut outs and staff members returning daily to the park to chase the geese away. These have not helped and the goose population has grown as new goslings have hatched and taken up residence. The best measure for reducing and possibly eliminating itinerant geese is to work with the U.S. Fish and Wildlife Service on population control strategies. The City has initiated this effort and plans to continue this as needed. This effort will be expanded to include other City properties if a permanent goose population appears to be developing on those properties. In addition, the City will provide public education discouraging feeding waterfowl.
- Illicit discharges to the MS4: Human fecal coliform from septic tanks: Over 95% of the City's residences are connected to public sewer. Poquoson will maintain its proactive outreach program to septic tank owners, reminding them of the need for pump outs. In addition, the City will educate septic tank owners on how to determine whether their septic system is failing. This campaign will be targeted on the approximately 30 homes out of almost 4000 still connected to septic tanks. The City will also continue its aggressive sewer system find

and fix program performed as part of the regional Consent Order effort.

- Other sources: Boat privy waste: Poquoson will continue to operate boat privy pump outs at two locations in the City. It will educate the public as to their availability by publishing locations on its blueway map. This map is included in Parks and Recreation brochures and on the City's website. The City will also include the location of privately owned pumpouts on the map.
- Domestic Pets: Provide at minimum one sign and one pet waste station equipped with a disposal can and with pet waste bags at each of the City's parks and trails.

**CALCULATIONS:** The City of Poquoson does not have a TMDL for pollutants identified in Part II B 4, B 5 or B 6. Therefore, calculations and outreach strategies targeted at those pollutants are not required.

## **SCHEDULE OF ANTICIPATED ACTION PLANNED FOR IMPLEMENTATION DURING THE PERMIT TERM:**

- By December 31, 2021: Information will be posted on the City website and the Poquoson Cable TV channel on the proper disposal of pet waste and on NOT feeding waterfowl.
- By December 31, 2021: Educational articles submitted to the Island Times, a City-wide magazine sent to every household in the Poquoson, on picking up after pets and not feeding waterfowl.
- January 2022 through the end of Permit Year 5: Staff members will continue updating the public education outreach described above. Poquoson will continue to participate in the regional AskHRGreen educational campaign on pet waste.
- By October 31, 2023: Education on boat privy pump out facilities will be distributed through the blueways map and other sources targeted at boaters.
- By October 31, 2023: City staff members will establish and maintain a relationship with the US Fish and Wildlife Service and/or other government programs to actively reduce itinerant goose populations at South Lawson Park and other City properties as needed.
- Ongoing, continuing through the remainder of the permit term: Poquoson will continue to maintain a database of known septic tank owners in the City and will continue its septic tank pumpout reminder outreach. The Poquoson Utilities Department will continue its find and fix program to identify and repair sewer system issues in an effort to minimize and eliminate wet weather overflows.
- By October 31, 2023: Poquoson staff members will have developed and distributed to septic tank owners an educational paper explaining how to identify failing septic tanks and needed corrective steps.

**INCLUSION BY REFERENCE OF THIS ACTION PLAN AND ANNUAL PROGRESS REPORTING:** The City's MS4 program plan includes the development and implementation of this action plan as required actions (see BMP SC). The City of Poquoson Annual Report for the MS 4 program, provided to DEQ by October 1<sup>st</sup> of each year will include a progress report of the previous year's actions and the planned actions for the upcoming permit year. Next year's annual report will include the finalization date and title for this action plan in the BMP SC status of compliance and next permit year's planned actions, as well as on the progress report.

**COMMENTS:** This action plan is being posted on the City's website beginning Thursday, April 22, 2021. A ten-day comment period will follow, ending Monday, May 3, 2021. Following this comment period, the action plan will remain posted on line and the public will continue to be invited to provide comments to the Poquoson Engineering Department anytime.

END OF DOCUMENT

# **FINAL PAGE of Appendix & Report**

**VAR# 040024**