

Construction Site Storm Water Runoff Control

Appendix

City of Poquoson Annual Report

VAR# 040024

Fiscal Year 2023

Submitted to DEQ October 2nd, 2023

<u>BMP 4</u>	<u>CONSTRUCTION SITE STORM WATER RUNOFF CONTROL</u>
4.1	List of FY 2023 Active Land Disturbance Projects
4.2	Site Inspection SOP's and E&SC /Stormwater Inspections and enforcement SOPs
4.2	Enforcement communications
4.2	Typical inspection forms

Updated MS4 Program Plan July 1, 2022 - June 30, 2023

4. Construction Site Storm Water Runoff Control							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY 5 Status
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	<p>Compliant. SWM ordinance: https://library.municode.com/va/poquoson/codes/code_of_ordinances?nodeId=PTIICOOR_CH34EN_ARTVSTMA ESC</p> <p>ordinance: https://library.municode.com/va/poquoson/codes/code_of_ordinances?nodeId=PTIICOOR_CH34EN_ARTIIERSECO CBPA</p> <p>ordinance: https://library.municode.com/va/poquoson/codes/code_of_ordinances?nodeId=PTIICOOR_APXAZO_ARTXI.IVENMAAREMOVDI</p>
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.	Compliant. Land disturbance that has occurred during the reporting period has been conducted in accordance with state and local standards and specifications for erosion and sediment control. Staff conducted multiple E&S plan reviews this year, primarily for single family homes and residential subdivisions. The City currently has 7 active construction general permits (CGP) for large residential subdivisions and commercial projects.
4.2	Compliance and Enforcement						
4.2a	Written E&SC and stormwater inspection procedures	Implement inspection procedures	Procedures	E&SC Program Administrator	Continuously	Inspection Standard Operating Procedures (E&SC; stormwater)	Compliant. See Appendix for SOPs

Updated MS4 Program Plan July 1, 2022 - June 30, 2023

4. Construction Site Storm Water Runoff Control							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY 5 Status
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	VSMP 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 1,177 inspections were completed over the last fiscal year. The total permitted disturbed area within Poquoson for FY23 was 142.75 acres. The majority of the disturbed area was from large residential subdivisions.

Updated MS4 Program Plan July 1, 2022 - June 30, 2023

4. Construction Site Storm Water Runoff Control							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY 5 Status
4.2e	VSMP 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. 83 Notice of Repairs, 8 Notice of Violations, and 2 Stop Work Orders were issued in FY23. City staff also worked with contractors to correct numerous minor issues onsite.
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 will likely continue through PY1.

PERMIT GRAPHS

ADVANCED SEARCH RESULTS

Select View

Selected	Permit Number	Permit Date	Permit Type	Parcel	Property Address	Owner	Subdivision	Applicant Name	Applicant City/State/ZIP	Applicant Email	Description	Project Cost	Separate Fee	Consentment General Permit #	Assigned To	Primary Contractor	Appraisal Fees	Map	Letter	Inspection
<input type="checkbox"/>	20230723	02/16/2023	LD: Land Disturbance 0008	12-01-00-	107 Pasture Road	Thomas A Etux		One of a kind builders	Yorktown, VA 23693	carloscontractors@gmail.com	SFH	0	3895		Laura Nusz	One of a Kind General Contractors LLC				
<input type="checkbox"/>	20220749	10/14/2022	LD: Land Disturbance 0008	11-24-00-	256-T Hunts Neck Road			Edgerton Contracting	Yorktown, VA 23692	edge15@aol.com	SFH	0	0		Laura Nusz	Edgerton Contracting				
<input type="checkbox"/>	20220724	10/11/2022	LD: Land Disturbance 0021	11-01-00-	0 Dorothy Drive	Jerry E Etals		Darrell Hunter	Yorktown, VA 23692	sallyhunter@cox.net	Bull Run Phase II (21 SFH)	0	0	VAR10P003	Laura Nusz	C.A. Barris Inc				
<input type="checkbox"/>	20220737	10/12/2022	LD: Land Disturbance 0001	27-01-00-	0 Victory Boulevard	Development Company LLC		Lamont Myers	Yorktown, VA 23692	lmyers@midatlanticcommercial.com	Legacy Phase 1 Amendment	0	0	VAR10P265	Laura Nusz	The Big Woods Development LLC				
<input type="checkbox"/>	20220738	10/12/2022	LD: Land Disturbance 0001	27-01-00-	0 Victory Boulevard	Development Company LLC		Lamont Myers	Yorktown, VA 23692	lmyers@midatlanticcommercial.com	Legacy Phase 2&3	0	0	VAR10R012	Laura Nusz	The Big Woods Development LLC				
<input type="checkbox"/>	20230784	07/24/2023	LD: Land Disturbance 0001	28-19-00-	91 Raptor Drive	Greenwood Homes		Greenwood Homes	Williamsburg Va 23188	roo@greenwoodhomes.com	SFH (Quartercreek)	0	0		Laura Nusz	Greenwood Homes				
<input type="checkbox"/>	20230930	08/22/2023	LD: Land Disturbance 0003	11-01-02-	233 Darden Drive	Ryan Homes		Robert Blankenship	Williamsburg	rbanken@nvrinc.com	SFH (Bull Run Ph.2)	325545	1898		Laura Nusz	Ryan Homes (NVR inc.)				
<input type="checkbox"/>	20230409	04/27/2023	LD: Land Disturbance 0073	27-01-01-	115 Legacy Boulevard	Ryan Homes		Robert Blankenship	Williamsburg	rbanken@nvrinc.com	SFH (Legacy)	308400	2337		Laura Nusz	Ryan Homes (NVR inc.)				
<input type="checkbox"/>	20230495	05/17/2023	LD: Land Disturbance 0101	27-01-01-	142 Fisherman's Way	Ryan Homes		Robert Blankenship	Williamsburg	rbanken@nvrinc.com	SFH (Legacy)	304645	2337		Laura Nusz	Ryan Homes (NVR inc.)				
<input type="checkbox"/>	20230810	07/26/2023	LD: Land Disturbance 009	11-01-02-	11 Bull Run	Ryan Homes		Robert Blankenship	Williamsburg	rbanken@nvrinc.com	SFH (Bull Run)	325885	2767		Laura Nusz	Ryan Homes (NVR inc.)				
<input type="checkbox"/>	20230812	07/26/2023	LD: Land Disturbance 0031	27-01-02-	143 Pocosin Path	Ryan Homes		Robert Blankenship	Williamsburg	rbanken@nvrinc.com	Land disturbance application	288200	2337		Laura Nusz	Ryan Homes (NVR inc.)				
<input type="checkbox"/>	20230827	08/02/2023	LD: Land Disturbance 0138	27-01-01-	129 Big Woods Drive	Ryan Homes		Robert Blankenship	Williamsburg	rbanken@nvrinc.com	Townhome (Legacy)	267090	2258		Laura Nusz	Ryan Homes (NVR inc.)				
<input type="checkbox"/>	20230829	08/02/2023	LD: Land Disturbance 0137	27-01-01-	127 Big Woods Drive	Ryan Homes		Robert Blankenship	Williamsburg	rbanken@nvrinc.com	Townhome (Legacy)	222080	1916		Laura Nusz	Ryan Homes (NVR inc.)				
<input type="checkbox"/>	20230831	08/02/2023	LD: Land Disturbance 0136	27-01-01-	125 Big Woods Drive	Ryan Homes		Robert Blankenship	Williamsburg	rbanken@nvrinc.com	Townhome (Legacy)	244505	1916		Laura Nusz	Ryan Homes (NVR inc.)				

Records 1 to 64 (of 64)

Project Number	Project Name	Project Address	Project Description	Project Status	Project Manager	Project Engineer	Project Designer	Project Architect	Project Consultant	Project Contractor	Project Subcontractor	Project Supplier	Project Vendor	Project Material	Project Labor	Project Equipment	Project Other	Project Total	Project Notes
20230635	LD: Land Disturbance 0014	21 Bull Run	Ryan Homes	Bull Run Manor (Phase II)	Robert Blankenship	Williamsburg_rblanken@nvrinc.com													
20230658	LD: Land Disturbance 0070	121 Legacy Boulevard	Ryan Homes	Legacy	Robert Blankenship	Williamsburg_rblanken@nvrinc.com													
20230662	LD: Land Disturbance 0019	16 Bull Run	Ryan Homes	Bull Run Manor (Phase II)	Robert Blankenship	Williamsburg_rblanken@nvrinc.com													
20230683	LD: Land Disturbance 0013	19 Bull Run	Ryan Homes	Bull Run Manor	Robert Blankenship	Williamsburg_rblanken@nvrinc.com													
20230696	LD: Land Disturbance 0033	139 Pocosin Path	Ryan Homes	Legacy	Robert Blankenship	Williamsburg_rblanken@nvrinc.com													
20230702	LD: Land Disturbance 0133	119 Big Woods Drive	Ryan Homes	Legacy	Robert Blankenship	Williamsburg_rblanken@nvrinc.com													
20230703	LD: Land Disturbance 0132	117 Big Woods Drive	Ryan Homes	Legacy	Robert Blankenship	Williamsburg_rblanken@nvrinc.com													
20230704	LD: Land Disturbance 0131	115 Big Woods Drive	Ryan Homes	Legacy	Robert Blankenship	Williamsburg_rblanken@nvrinc.com													
20230705	LD: Land Disturbance 0130	113 Big Woods Drive	Ryan Homes	Legacy	Robert Blankenship	Williamsburg_rblanken@nvrinc.com													
20230706	LD: Land Disturbance 0129	111 Big Woods Drive	Ryan Homes	Legacy	Robert Blankenship	Williamsburg_rblanken@nvrinc.com													
20230736	LD: Land Disturbance 0004	235 Darden Drive	Ryan Homes	Bull Run Manor	Robert Blankenship	Williamsburg_rblanken@nvrinc.com													
20230753	LD: Land Disturbance 0010	13 Bull Run	Ryan Homes	Bull Run Manor	Robert Blankenship	Williamsburg_rblanken@nvrinc.com													
20230756	LD: Land Disturbance 0098	136 Fisherman's Way	Ryan Homes	Legacy	Robert Blankenship	Williamsburg_rblanken@nvrinc.com													
20230868	LD: Land Disturbance 0020	930 Yorktown Road	Poquoson		Staci Lockart	Suffolk, VA 23434	stockhart@tucincva.com												
20220864	LD: Land Disturbance 0027	52 Lawson Road, North	Brian		Brian Almond	Seaford, VA 23696	admin@almondexteriors.com												
20220893	LD: Land Disturbance 0009	21 Woodland Road	John T Etal		Travis Morse	Poquoson, VA 23662	JTRAVIS.MORSE@GMAIL.COM												
20230005	LD: Land Disturbance 0017	126 Forrest Road	Robert Edward & John W Mi		Rob Engle	Poquoson, VA 23662	robenglehomes@cox.net												
20230085	LD: Land Disturbance 0004	8 Phillips Road			Dwight White	Poquoson, VA 23662	dwhite7749@yahoo.com												

Records 1 to 64 (of 64)

Site Inspection Standard Operating Procedures

	<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>	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. As a backup in emergency situations, the City construction Inspector can be tasked with performing inspections.
<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 2023

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.



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:

20220738

Erosion and Sediment Control Inspection

Insp Date/Time: 05/11/2023

Job Address:	0 Victory Boulevard Poquoson VA 23662		
Permit Holder:	Lamont Myers	Parcel ID:	27-01-00-0001
Contact Email:	lmyers@midatlanticcommercial.com	Contact Phone:	
Contact Address:	110 Mid-Atlantic PI Yorktown, VA 23692	Inspection Status:	Notice of Repair
Company Name:	The Big Woods Development LLC	Inspected By:	Laura Nusz
Stage of Construction:	<input type="checkbox"/> Pre-Construction <input type="checkbox"/> Clearing/Grubbing <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Site Improvements <input type="checkbox"/> Roads/Utilities <input type="checkbox"/> 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?	
<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 checked="" type="checkbox"/>	<input type="checkbox"/>	MS4 Perimeter Controls – Have perimeter controls been installed and made operational as a first step in land disturbance?	
<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?	
<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 checked="" type="checkbox"/>	MS10 Stormwater Inlets – Have all operational stormwater inlets been adequately protected to prevent sediment-laden water from entering the conveyance system?	Inadequate IP
<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?	
<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 checked="" 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 of illicit discharges, spills, and/or leaks?	
<input checked="" 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 checked="" 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: Lamont Myers

Final Inspection:

Next Inspection Date: 05/18/2023

Comments: Make all necessary repairs to IP per 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.
- (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)



Inspection Information

Permit #: 20220738

Permit Date: 10/12/2022

Inspection Date: 04/14/2023

Permit Type: LD: Land Disturbance

Inspection Type: Erosion and Sediment Control

Requested By:

Contact Info:

Scheduled Date: 08/17/2023

Scheduled Time: 00:00

Completed Date: 08/17/2023

Description:

Inspection Status: 4 Pass

Assigned To: Laura Nusz

Time In: 00:00

Time Out: 00:00

Hours: 0.0

Inspection Items

Permit Description – Does the permit work description match the activity onsite?

Pass

MS01 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?

MS02 Stockpiles – Have all stockpiles or borrow areas been stabilized or protected with sediment trapping measures?

MS03 Permanent Stabilization – Does permanent vegetative stabilization provide uniform ground cover, is mature enough to survive and inhibits erosion?

MS04 Perimeter Controls – Have perimeter controls been installed and made operational as a first step in land disturbance?	Pass
MS05 Earthen Structures – Have stabilization measures been applied to all earthen structures such as dams, dikes, and diversions immediately following installation?	
MS06 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?	
MS07 Cut/Fill Slopes – Are cut and fill slopes designed and constructed in a manner that will minimize erosion?	
MS08 Channels/Flumes/Drains – Has concentrated runoff from slopes been contained by an adequate temporary or permanent channel, flume or slope drain structure?	
MS09 Slope Seepage – Has adequate drainage or other protection been provided for water seeps from slopes?	
MS10 Stormwater Inlets – Have all operational stormwater inlets been adequately protected to prevent sediment-laden water from entering the conveyance system?	Pass
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?	
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?	
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?	
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?	
MS15 Watercourse Bed/Banks – Have the bed and/or banks of a live watercourse been stabilized immediately following completion of work in the watercourse?	
MS16 Underground Utility – Are underground utilities being installed in accordance with local, state, and federal regulations?	
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.	Pass
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?	
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?	Pass
IDDE - Is there any evidence of of illicit discharges, spills, and/or leaks?	Pass
Concrete Washout - Does a concrete washout need to be installed onsite? If installed, is the washout facility being maintained and located away from waterways?	Pass
Trash - Are all trash and debris onsite being removed and/or contained in an approved facility?	Pass
Dumpster - Are dumpsters onsite being properly covered during rain events and at the end of each day?	Pass
SWPPP - SWPPP inspection completed (see separate report).	

Property Information

Parcel#: 27-01-00-0001

Development Company LLC

0 Victory Boulevard

Poquoson

Zoning: Lot: 1Block:

Development Company LLC

110 Mid Atlantic Place

Yorktown, VA, 23693

Post Construction Storm Water Management

Appendix

City of Poquoson Annual Report

VAR# 040024

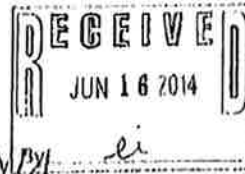
Fiscal Year 2023

Submitted to DEQ October 2nd, 2023

5. Post Construction Storm Water Management in New Development and Redevelopment							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY 5 Status
5.1	Post Construction SW Management Program						
5.1a	Local VSMP	Implement the approved VSMP	Approved VSMP	VSMP Authority Administrator	Ongoing	Approval letter issued by DEQ	Compliant. See letter in appendix.
5.1b	Stormwater Management Ordinance	Implement the stormwater criteria of the Stormwater Management Ordinance for new development and redevelopment	Stormwater Management Ordinance	SW Program Administrator	Ongoing	SWM Ordinance	Compliant. See https://library.municode.com/va/poquoson/codes/code_of_ordinances?nodeId=PTIICOOR_CH34EN_ARTVSTMA
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	Compliant. The City owns three Water Quality BMPs. These were inspected in FY 23 and are scheduled for reinspection in September 2023. See Appendix for inspection forms as well as operation and maintenance plans. The City also added multiple other BMPs that are owned and operated by other departments of the City, such as the Fire Department and EDA. These BMPs have been added to the list of yearly inspections and in future annual reports will be included in this section.

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. 40 privately and publically 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, 2023, four owner were considered out of date for their inspections. Enforcement action is currently underway to bring the owners into compliance. The City is also currently doing a systemic review of its BMP tracking practices and attempting find any BMPs not currently tracked by the City. The City has found a few and is attempting to find documention as to ownership and possible Maintenance agreements. See Appendix for tacking 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.
5.2d	Optional - Develop and implement a progessive 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 PY1.
5.3	Tracking and Reporting						
5.3a	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.

5.3b	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.
5.3c	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.
5.3d	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	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.		SW Program/E&SC Program Administrators	Annually	Annual Report	Compliant. The City is currently only missing inspection reports from four owners 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.



COMMONWEALTH of VIRGINIA

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

Mally Joseph Ward
Secretary of Natural Resources

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	Forebay is catching alot of trash, have Public Works come clean
<u>Monitor plant growth on the BMP aquatic bench</u>	Healthy 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 Gurriet Fengans on 1/19/23







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	

Performed by Garrett Fergus on 11/19/23





South Lawson 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	
<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>	Slight erosion at 1 inflow point, Outfall pipes are full during 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>	Functioning correctly	

Performed by Garrett Ferguson on 1/19/23





*Name	*Location	Tax Map ID	Contact Name	Mailing Address	Active Status	Maint Agree	Approved Plan	Drainage Area	Date Active	SWMF Type	Quantity vs. Quality	Ownership	Last Inspect.	Next Insp.
Villas Phase 1 Wet Pond 2	100 Villa Dr.		Richard Russell	117 Ambrosia Place	Active	Y			11/8/2005	Wet Pond		Private	4/16/2018	4/16/2021
Villas Phase 1 Wet Pond 1	100 Villa Dr.		Richard Russell	117 Ambrosia Place	Active	Y			11/8/2005	Wet Pond		Private	4/16/2018	4/16/2021
VILLAS PHASE 2	Huntlands Way		Richard Russell	117 Ambrosia Place	Active	Y			7/1/2008	Urban Infiltration Practices		Private	4/16/2018	4/16/2021
South Lawson Park Wet Pond	0 S. Lawson Rd		N/A	N/A	Active	Y			7/1/2009	Wet Pond		Public	1/19/2023	9/30/2023
Poquoson Fire Station 2 Wet Pond 1	562 Wythe Creek Rd		N/A	N/A	Active				7/1/2001	Detention Basin	Quantity only	Public	9/23/2020	9/30/2023
Poquoson Fire Station 2 Wet Pond 2	562 Wythe Creek Rd		N/A	N/A	Active				7/1/2001	Detention Basin	Quantity only	Public	9/23/2020	9/30/2023
Oxford Run Adjacent Constructed Wetlands	500 City Hall Ave.		N/A	N/A	Active	Y	Y		10/29/2015	Constructed Wetlands		Public	1/19/2023	9/30/2023
Oxford Run Adjacent Wet Pond	500 City Hall Ave.		N/A	N/A	Active	Y	Y		10/29/2015	Wet Pond		Public	1/19/2023	9/30/2023
EDA Wet Pond	Alphus St		N/A	N/A	Active	Y				Wet Pond		Public	N/A	9/30/2023
Bull Run Detention Basin	202, 204, 206, 208, 210 Darden Dr.		John Ambrose	213 Darden Drive	Active	Y			10/28/1998	Detention Basin		Private	Completed 11/20/18	11/20/2023
Lions Landing Wet Pond	8 Henley Way		Lori Krance	16 Henleys Way	Active	Y			9/23/2005	Wet Pond		Private	11/30/2018	11/30/2023
Schooner's Wet Pond	8 Victory Blvd		Aim 4 Cheers LLC	101 Pleasant Dale Lane Yorktown, VA 23693	Active	Y			7/1/2003	Wet Pond		Private	1/4/2019	1/4/2024
Advanced Auto Wet Pond	398 Wythe Creek Rd		David Attai	9316 Occoquan Overlook Drive Lorton, VA 22079	Active	Y			11/5/1999	Wet Pond		Private	1/17/2019	1/17/2024
Channelwalk Wet Pond	0 Channelwalk Dr	30-14-9-A	Shawna Cosby	11818 Rock Landing Drive; Suite 204	Active	Y			1/22/1999	Wet Pond		Private	2/27/2019	2/27/2024
Lakes at Poquoson Wet Pond	44 Wormom Farm Dr.		Charles Orr	41 Wormom Farm Rd	Active	Y			9/7/2005	Wet Pond		Private	3/27/2019	3/27/2024
Hunts Cove Wet Pond	0 Pleasant Dr.	20-28-20-A	William Campbell	4 Quail Cove	Active	Y			8/13/2002	Wet Pond		Private	2/19/2019	12/19/2024
White House Cove Filtrera #1	105 Reus Rd		Whitehouse Cove LLC	PO Box 120410 Newport News, VA 23612	Active	Y			10/22/2014	Filtration Practices		Private	6/11/2020	6/11/2025
White House Cove Filtrera #2	105 Reus Rd			PO Box 120410 Newport News, VA 23612	Active	Y			10/22/2014	Filtration Practices		Private	6/11/2020	6/11/2025
Langley Federal Credit Union Dry Detention Pond	415 Wythe Creek Rd.		Langley Federal Credit Union	PO Box 120128 Newport News, VA 23612	Active	N	Y		7/1/1998	Wet Pond		Private	7/16/2015	7/16/2025
McDonald's Wet Pond	431 Wythe Creek Rd		Golden Arch Limited, Partnership	3328 Western Branch Blvd Chesapeake, VA 23321	Active				7/1/1995	Wet Pond	Quantity only	Private	7/16/2015	7/16/2025
VDOT Wet Pond.	608 Wythe Creek Rd		N/A	N/A	Active						Quantity only	Private	9/23/2020	9/23/2025
Victory Cove Wet Pond 1	0 Pickies Drive	10-12-26-B	Anthony Barbutis	25 Pickies Drive	Active	Y			7/8/1905	Wet Pond		Private	9/8/2021	9/8/2026
Robus Run Wet Pond	0 Firth Ln.	18-32-A	Christopher Bell	28 Firth Lane	Active	Y			2/5/2018	Wet Pond		Private	12/20/2022	12/20/2027
Hunts Neck Estates Wet Pond	0 Volunteer Trail		Zane Turner	11 Volunteer Trail	Active	Y			2/2/2006	Wet Pond		Private	4/24/2018	4/24/2021
Rivers Edge Wet Pond	0 Hollingsworth Way		Patrick Daly	9 Hollingsworth Way	Active	Y			12/3/2007	Wet Pond		Private	5/10/2019	5/10/2024
The Garden Atriums of Poquoson Wet Pond	0 Garden Atrium Way	18-30-7-A	Garden Atriums Homeowners Association	4 Garden Atrium Way	Active	Y	Y		2/6/2003	Wet Pond		Private	5/16/2018	5/16/2021

Poquoson Baptist Church Wet Pond	283 Wythe Creek Rd		Poquoson Baptist Church	283 Wythe Creek Rd	Active	Y			9/8/2005	Wet Pond		Private	5/17/2019	5/17/2024
The Hollys Wet Pond	12 & 13 Black Oak Ct.	20-26-7, 20-26-8	The Hollys Homeowners Association	1 Black Oak Court	Active	Y	Y		2/25/2002	Wet Pond		Private	6/4/2018	6/4/2021
Heritage Cove Wet Pond 1	0 Westover Dr	17-14-94-B	Brian Dillon	3 Patrick Lane	Active	Y	Y		2/5/1996	Wet Pond		Private	6/29/2018	7/1/2023
Heritage Cove Wet Pond 2	0 Callis Ln.	17-14-94-A	Brian Dillon	3 Patrick Lane	Active	Y	Y		2/5/1996	Wet Pond		Private	6/29/2018	7/1/2023
HERITAGE COVE SHALLOW MARSH	Dryden Dr		Brian Dillon	3 Patrick Lane	Active	Y	Y		2/5/1996	Constructed Wetland		Private	6/29/2018	7/1/2023
Poquoson Commons Wet Pond	425A Wythe Creek Rd		Poquoson Commons Retail Investors LLC	3735 B Beam Road Charlotte, NC 28217	Active				7/1/2000	Wet Pond	Quantity only	Private	7/16/2015	7/16/2025
Poquoson Commons Detention Basin	0 Wythe Creek Rd		Poquoson Commons Retail Investors LLC	3735 B Beam Road Charlotte, NC 28217	Active				7/1/2000	Detention Basin	Quantity only	Private	7/16/2015	7/16/2025
RITE AID	Wythe Creek Rd		Poquoson Commons Retail Investors LLC	3735 B Beam Road Charlotte, NC 28217	Active				7/1/2000	Detention Basin	Quantity only	Private	7/16/2015	7/16/2025
Storage World Wet Pond	362 Wythe Creek Rd		Hunt Properties of Poquoson Inc	362 Wythe Creek Road	Active	Y			7/1/2004	Wet Pond		Private	7/16/2015	7/16/2025
Baennett Creek Point Wet Pond	0 Weston Dr.		Ken Lantz	11 Weston Drive	Active	Y			11/22/1996	Wet Pond		Private	7/20/2019	7/20/2024
Masonic Lodge Ext. Detention Basin	6 Hunts Neck Rd		Trs Poq Lodge 49 AF & AM	PO Box 2067	Active	Y			7/1/2009	Extended Detention Basin		Private	7/3/2019	7/3/2024
Philips Point Cove Wet Pond	0 Crescent Point		Paul W. Michael Jr.	41 Old Oyster Point Road Ste B, Newport News, VA, 23602	Active	Y			12/19/2001	Wet Pond		Private	7/30/2018	7/30/2023
Island Cove Wet Pond	10 Elm St.		Dennis Pryor	2 Elm Street	Active	Y			6/21/2007	Wet Pond		Private	8/15/2018	8/15/2023
Lawson Farm Wet Pond	Between High Cedar Way & Barri Factory Ct.		John J Foden III	1 Barred Factory Ct	Active	?			3/20/2001	Wet Pond		Private	9/23/2019	9/23/2024
Bayside	Vantage Drive	17-1-21	GPH Poquoson LLC	P O Box 160488 Altamonte Springs, FL 32716-0488	Inactive????				7/1/1998	Wet Pond	Quantity only			
Poquoson Place Apts	Wythe Creek Rd		Poquoson Apartments Owner LLC Etals	32 Cross Street Suite 201 Lakewood, NJ 08701	Inactive????				7/1/1986	Wet Pond	Quantity only			
Townvillas South Homes Assoc.	Valasia Rd		Towne Villas Homeowners Association	32 Cross Street Suite 201 Lakewood, NJ 08701	Inactive????				7/1/1987	Wet Pond	Quantity only			
Fire Station #1 Detention Basin	1035 Poquoson Ave		N/A	N/A	Active		Y				Quantity and Quality	Public	N/A	
Poquoson Middle School Detention Basin	985 Poquoson Ave		N/A	N/A	Active							Public	N/A	
Poquoson School Wet Pond	985 Poquoson Ave		N/A	N/A	Proposed		Y					Public	N/A	
Surf Rider Filterra	105 Rens Rd		Whitehouse Cove LLC	PO Box 120410 Newport News, VA 23612	Active		Y				Quantity and Quality	Private	N/A	
Bull Run P-449-B63Phase 2 Wet Pond			N/A	N/A	Proposed		Y			Wet Pond Level 1	Quantity and Quality	Private	N/A	
Bull Run Phase 2 Grass Channel			N/A	N/A	Proposed		Y				Quantity and Quality	Private	N/A	
Bull Run Phase 2 Conserved Open Space			N/A	N/A	Proposed		Y				Quantity and Quality	Private	N/A	
Legacy Wet Pond #1			Lamont D Myers	110 Mid-Atlantic Place, Yorktown, VA 23693	Proposed		Y				Quantity and Quality	Private	N/A	
Legacy Wet Pond #2			Lamont D Myers	110 Mid-Atlantic Place, Yorktown, VA 23693	Proposed		Y				Quantity and Quality	Private	N/A	
Legacy Wet Pond #3			Lamont D Myers	110 Mid-Atlantic Place, Yorktown, VA 23693	Proposed		Y				Quantity and Quality	Private	N/A	
Legacy Wet Pond #4			Lamont D Myers	110 Mid-Atlantic Place, Yorktown, VA 23693	Proposed		Y				Quantity and Quality	Private	N/A	
Legacy DetentionBasin			Lamont D Myers	110 Mid-Atlantic Place, Yorktown, VA 23693	Proposed		Y				Quantity and Quality	Private	N/A	
Legacy Ditch Denition Bain			Lamont D Myers	110 Mid-Atlantic Place, Yorktown, VA 23693	Proposed		Y				Quantity only	Private	N/A	

Legacy Level Spreader			Lamont D Myers	110 Mid-Atlantic Place, Yorktown, VA 23693	Proposed		Y				Quantity only	Private	N/A	
Legacy Underground Storage System			Lamont D Myers	110 Mid-Atlantic Place, Yorktown, VA 23693	Proposed		Y				Quantity only	Private	N/A	
Legacy Filterra #1			Lamont D Myers	110 Mid-Atlantic Place, Yorktown, VA 23693	Proposed		Y				Quantity and Quality	Private	N/A	
Legacy Filterra #2			Lamont D Myers	110 Mid-Atlantic Place, Yorktown, VA 23693	Proposed		Y				Quantity and Quality	Private	N/A	
Legacy Filterra #3			Lamont D Myers	110 Mid-Atlantic Place, Yorktown, VA 23693	Proposed		Y				Quantity and Quality	Private	N/A	
Legacy Filterra #4			Lamont D Myers	110 Mid-Atlantic Place, Yorktown, VA 23693	Proposed		Y				Quantity and Quality	Private	N/A	

Good Housekeeping

Appendix

City of Poquoson Annual Report

VAR# 040024

Fiscal Year 2023

Submitted to DEQ October 2nd, 2023

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

Updated MS4 Program Plan July 1, 2022 - June 30, 2023

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 5 Status
6.1	Operations and Maintenance Activities						
6.1a	Pollution prevention procedures at permittee-owned facilities	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	Compliant. The SOPs are provided in the SWPPP plan. This is available on the City website at https://www.ci.poquoson.va.us/278/Stormwater-Quality
6.1b	Waste Disposal	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	Compliant. See Landscaping Materials SOP in Appendix.
6.1c	Manage Municipal Vehicle Wash Water and Wastewater	Develop and implement procedures to prevent the discharge of municipal vehicle wash water into the MS4 without a separate VPDES permit	Procedures	Operations Personnel and Department of Utilities	Continuously	SOPs/ O&M Plan	Compliant. See Wastewater-Vehicle Washwater SOP in Appendix.

Updated MS4 Program Plan July 1, 2022 - June 30, 2023

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 5 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. See Dewatering SOP in Appendix.
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. See Bulk Storage SOP in Appendix.
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. See SWPPP.

Updated MS4 Program Plan July 1, 2022 - June 30, 2023

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 5 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 products are trained through their certification program. Materials stored inside.
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's Public Works yard houses the City garage, Public Works and Utilities Departments and their equipment and vehicles. This is the only site identified.
6.2b	SWPPP Implementation	Maintain and implement SWPPPs for identified high-priority facilities	SWPPP	SW Program Administrator	Continuously	SWPPP	Compliant. See SWPPP on website at https://www.ci.poquoson.va.us/278/Stormwater-Quality . Typical SWPP inspection form is found in the Appendix. Public Works conducts monthly inspections.
6.3	Nutrient Management Plans (NMPs)						

Updated MS4 Program Plan July 1, 2022 - June 30, 2023

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 5 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	Compliant. Two sites within the City have been identified. These sites have nutrient management plans supplied by a contractor. Other City properties are less than one acre or nutrients are not applied. For example, the City does not apply nutrients at school sites. See appendix for sites identified. Full nutrient management plan available upon request.
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	Compliant. Operator shall not apply deicing agents contained urea or other forms of nitrogen or phosphorus to parking lots, roadways, and sidewalks, or any other paved surfaces.
6.4	Contractors						

Updated MS4 Program Plan July 1, 2022 - June 30, 2023

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 5 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 City website at https://www.ci.poquoson.va.us/278/Stormwater-Quality
6.5	Employee Education & Training						
6.5a	Written training plan	Maintain and implement a training plan for applicable staff	Training Plan	SW Program Administrator	PY1	Training Plan	Compliant. Training plan is in the Appendix.
6.5b	IDDE Training for field personnel	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	Compliant. Training completed in July 2023.
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	Compliant. Training completed in July 2023.

Updated MS4 Program Plan July 1, 2022 - June 30, 2023

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 5 Status
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	Compliant. Training completed in July 2023.
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	Compliant. Three certificaions are attached.
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	Compliant. Four certifications are attached.
6.5g	Emergency Response employee training	Document spill management training for emergency responders	Certifications obtained	Haz-Mat officer	Annually	Certifications	Compliant. See spreadsheet in Appendix.

Updated MS4 Program Plan July 1, 2022 - June 30, 2023

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 5 Status
6.6	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.		SW Program Administrator	Annually	Annual report	Compliant. SOPs were updated this PY at DEQ's request. Pollution Prevention training for Public Works employees was able to be held for the first time since Covid. All trainings/certifications are accounted for.

Dewatering SOP

PURPOSE: In accordance with the City's MS4 permit, the City must develop a standard operating procedure that requires the implementation of BMPs when discharging water pumped from utility and maintenance activities.

SCOPE: This SOP will apply to all construction and maintenance activities that occur on City of Poquoson property where water must be discharged from the site.

RESPONSIBILITY: Public Works managers and supervisors will be responsible for ensuring that City staff and contractors are aware of these requirements. The most recent version of this SOP should be used when training workers. Individual workers are responsible for following the procedures outlined in this SOP.

PROCEDURES: The water that must be removed should be visually inspected to determine whether there are any visual pollutants. If the water is determined to be not contaminated, the water can be pumped to a nearby vegetated area and allowed to infiltrate. The dewatering should be observed and made sure to not cause any erosion or localized flooding. If the volume of water is too great or there is no vegetated area available, the water can be pumped to the sanitary sewer.

If water is contaminated with sediment, the water can be allowed to settle and the clear water pumped to a vegetated area, or pumped through a properly sized sediment bag. The discharge from the sediment bag should be directed to a vegetated area, but if not available, the discharge can flow to stormwater conveyances. Note that this is only allowed if the water being discharged is continually inspected to be clear.

If the water is contaminated with other biological or chemical pollutants, or if there are any other questions, staff should contact the Environmental Compliance Officer (757) 868-3040 or Laura.Nusz@poquoson-va.gov. Disposal will depend on the contaminant

Disposal of Landscape Waste SOP

PURPOSE: In accordance with the City's MS4 permit, the City must develop a standard operating procedure to ensure that waste generated from landscaping activities is disposed of properly in order to prevent clogging or contamination of the City's stormwater sewer system.

SCOPE: This SOP will apply to all landscaping work done within the City by the City's employees or outside contractors.

RESPONSIBILITY: Public Works managers and supervisors will be responsible for ensuring that City staff and contractors who deal with landscape waste are trained in proper disposal methods. The most recent version of this SOP should be used when training workers. Individual workers are responsible for following the procedures outlined in this SOP.

PROCEDURES: Any landscaping waste materials should be handled in an environmentally safe manner in order to reduce the likelihood of the waste entering the stormwater conveyance system.

Grass Clippings should be collected or left on grassed areas. No grass clippings should be allowed to be blown to pavement. In the event of grass clippings on pavement, they should be blown back onto grassed areas.

Leaves, sticks, tree limbs, or other landscaping materials should be gathered up as soon as possible to prevent clogging the storm drains. If they cannot be gathered up in a reasonable amount of time, the materials should be moved to a landscaped area where they cannot clog the drainage system.

All landscape materials that are not able to be reused should be gathered up and taken to York County and disposed of at the Virginia Peninsula Public Safety Authority.

Wastewater SOP

PURPOSE: In accordance with the City's MS4 permit, the City must develop a standard operating procedure to ensure that vehicle wash water and other wastewater do not enter into the City's MS4.

SCOPE: This SOP will apply to all departments and City contractors within the City who operate vehicles or other mechanized equipment that requires periodic washing. This SOP also applies to any washing that will generate washwater, including but not limited to HVAC coil cleaning, mopping, bulk containers, wheelbarrows, and other items.

RESPONSIBILITY: Public Works managers and supervisors will be responsible for ensuring that City staff and contractors are aware of these requirements. Other departments should let their employees know that should they need a vehicle or other equipment washed, they should contact Public Works. The SOP will also be distributed to the City's janitorial staff. The most recent version of this SOP should be used when training workers. Individual workers are responsible for following the procedures outlined in this SOP.

PROCEDURES: Under no circumstances should any non stormwater liquid be allowed to discharge into the City's stormwater system. No washing should take place in an area where discharge into the storm system is possible.

Fleet vehicles and equipment are routinely spray washed upon returning to the yard. Cleaning is to be conducted at the Public Works wash rack where personnel are trained to perform the washing activities so that wash water does not drain into the stormwater drainage system. A control valve directs wash rack waste water into an oil/water separator before discharging to the sanitary sewer system. The wash rack area is placarded with instruction to open the valve for wash rack use and close the valve after use.

When washing outside the public works yard, clear tap water is the preferred method of washing. When washing with clear tap water only and the wastewater will only contain the water and dirt from the equipment being cleaned, the wastewater can be directed onto a grassed or vegetated area when it can infiltrate into the soil. Any runoff from this washing can not enter a storm drain unless filtered using erosion and sediment controls first.

The use of cleaning chemicals is highly discouraged, however when that must be used, all resulted washwater must be 100% contained. All the contaminated water must then be disposed of into the sanitary sewer. This washwater must not be allowed to absorb into soils or enter the City's stormwater system. Common containment materials used include tarps or heavy duty plastic, storm drain covers, and absorbent material. If any City employee or private contractor has any questions about containment measures or disposal, contact the City Environmental Compliance Officer at Laura.Nusz@poquoson-va.gov.

Bulk Storage SOP

PURPOSE: In accordance with the City's MS4 permit, the City must develop a standard operating procedure that minimizes stormwater runoff from bulk storage areas.

SCOPE: This SOP will apply to all bulk storage areas operated by Public Works or contractors on City property.

RESPONSIBILITY: Public Works managers and supervisors will be responsible for ensuring that City staff and contractors are aware of these requirements. The most recent version of this SOP should be used when training workers. Individual workers are responsible for following the procedures outlined in this SOP.

PROCEDURES: If possible, bulk materials should not be stored anywhere except for the Public Works Yard. The facilities drop inlet structures use inter-drain filters and/or sock filters. There are also areas designed for bulk storage with premanufactured blocks and check dams. The facility is also has check dams at the perimeter of the site to deal with overland flow.

Exposure to stormwater should be minimized as much as possible. Piles of sand/salt mixtures and cold patch asphalt mix should be placed under covered structures and have the edge of the pile three feet behind the drip line of the eave. Check dams of #10 fines gravel should be maintained across the bottom front of the pile in order to mitigate material migration outside of the storage area. Other bulk materials should be stored in the designated areas within the Public Works Yard.

Bulk materials should not be stored offsite for long periods of time. Small amounts of topsoil, mulch, etc. can be stored offsite for short periods of time while work is occurring or expected to commence imminently. If the bulk material is being stored on impervious surface, the bulk material must be moved to an adequate storage facility 24 hours prior to any rain event. If the bulk material is stored on a pervious surface, silt fence should be placed around the stockpile 24 hours prior to any rain event.

CITY OF POQUOSON - Department of Public Works
STORMWATER POLLUTION PREVENTION PLAN
MONTHLY INSPECTION REPORT
March 2023

FACILITY NAME: City of Poquoson, Public Works/Utilities/Fleet Maintenance Facility
FACILITY ADDRESS: 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
Aaron McDaniel	PW Manager/Const. Supervisor	(757) 868-3508

MATERIAL	DESCRIPTION	LOCATION	QUANTITY	EXPOSED		SPILLS / LEAKS	
				YES	NO	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. 90		X		X
Metal	Various Types	Yes – Covered Outside on pallet	Various Amounts		X		X

Were Leak Detection Device(s) on Storage Tank(s) Visually Inspected?	<u>X</u> Yes ___ No
Were Exterior Seam(s) on Storage Tank(s) Visually Inspected?	<u>X</u> Yes ___ No

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

MATERIAL EXPOSED TO STORMWATER, LEAKS/SPILLS? ☒ 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 2/28/2023 – 137.70 gallons*
- 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		SPILLS / LEAKS	
				YES	NO	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? ☒ 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		SPILLS / LEAKS	
			YES	NO	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? ☒ 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	
<p>OIL /WATER SEDIMENT SEPERATOR 1: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (Inspect on a monthly basis – Located on East side of Public Works Yard at wash rack. Installed July 2014.) Pumped out by Clean Harbors as part of ongoing inspection. <i>On 3/19/22 Clean Harbors – Cleaned oil & water separator.</i></p> <p>OIL /WATER SEDIMENT SEPERATOR 2: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (Inspect on a monthly basis) (Located in-between City Garage & Storage Building. Installed November 2013.) Grates in building not in service as no washing & no water is released at this time.</p>		
<p>COMMENTS: <i>(If spills or strains are present, please describe & attach Spill / Leak Clean-up Report)</i></p> <ul style="list-style-type: none"> • 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
<p>COMMENTS: <i>(If spills or leaks are present, please describe)</i></p> <ul style="list-style-type: none"> • 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
<p>COMMENTS: <i>(If spills or strains are present, please describe & attach Spill / Leak Clean-up Report)</i></p> <ul style="list-style-type: none"> • 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:
<ul style="list-style-type: none"> • 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

EQUIPMENT STORAGE AREA	DESCRIPTION & NUMBER OF EQUIPMENT	* METHOD OF REPAIR	Work order # for repair	Repaired	
				Yes	No
PUBLIC WORKS YARD	2012 Toro PM0005	PM Service	0000065377	X	
PUBLIC WORKS YARD	1998 John Deere PW0026	PM Service	0000065375	X	
PUBLIC WORKS YARD	2013 Toro PM0002	PM Service	0000065376	X	
PUBLIC WORKS YARD	2011 Ford F350 PW0002	PM Service	0000065369	X	
PUBLIC WORKS YARD	2018 Cub Cadet	Hydraulic System	0000065407	X	
PUBLIC WORKS YARD	2008 Yanmar	Hydraulic System	0000065373	X	
PUBLIC WORKS YARD			00000		
PUBLIC WORKS YARD			00000		

VEHICLE STORAGE AREA	DESCRIPTION & NUMBER OF VEHICLE	* METHOD OF REPAIR	Work order # for repair	Repaired	
				Yes	No
PUBLIC WORKS YARD	2020 Freightliner SW0003	Hydraulic System	0000065259	X	
PUBLIC WORKS YARD	2020 Freightliner SW0002	Hydraulic System	0000065378	X	
PUBLIC WORKS YARD	2012 IHC SW0008	Hydraulic System	0000065385	X	
PUBLIC WORKS YARD			00000		
PUBLIC WORKS YARD			00000		
PUBLIC WORKS YARD			00000		
PUBLIC WORKS YARD			00000		
PUBLIC WORKS YARD			00000		

PUBLIC WORKS YARD			00000		
PUBLIC WORKS YARD			00000		

VEHICLE EXPOSED TO STORMWATER, LEAKS/SPILLS? ☒ 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: Aaron McDaniel **SIGNED:** Aaron McDaniel **DATE:** Sept 2, 2022
(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>
Field Personnel	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 July 2023. 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.
Employees Performing Road, Street and Parking Lot Maintenance	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 July 2023. 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.
Pesticide and Herbicide Applicators	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
Virginia Erosion and Sediment Control Program inspectors, plan reviewers, program administrators and site operators	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

Virginia Erosion and Sediment Control Program inspectors, plan reviewers, and program administrators and contractors acting in those capacities	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.	Certifications in accordance with Virginia Stormwater Management Act and attendant regulations.
Emergency Response Employees	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.	Annually	Certification is not required. However, staff members must pass a test at the end of training or re take the training.



CITY OF POQUOSON

500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996
(757) 868-3590 TELEPHONE (757) 868-3515 FAX

July 3, 2023

Illicit Discharge Training Videos

Identifying Illicit Discharges in the Coastal Plain

And

Tracking & Eliminating Illicit Discharges in the Coastal Plain

Sign-in Sheet

Signature

Print Name

Franklin Wilson

Franklin Wilson

Kirsten Duncan

Kirsten Duncan

Robert Fuller

Robert Fuller

Gordon Healy

Gordon Healy

David DeVries

David DeVries

Bradley Wilkins


Bradley Wilkins

Matthew Lupo

Matthew Lupo

Jerry R. Bean

JERRY BEAN

VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES		
PESTICIDE APPLICATOR		
Expires 06/30/2025	CERTIFICATE REGISTERED TECH	Certificate Number 124744 - T
FOR BL# 12950		
DANIEL J REEDER CITY OF POQUOSON 500 City Hall Ave Poquoson VA 23662-1996		
(Fold Here)		<u>Liza Fleeson Trossbach</u> Authorized Representative
VALID ONLY FOR CATEGORIES LISTED		
60	REGISTERED TECHNICIAN Trained In	6/30/2027
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 6/30/2023	REGISTERED TECH FOR BL# 12950	Fee Paid	Certificate Number 124744 - T
Expires 06/30/2025			


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

Joseph Guthrie
Commissioner



Liza Fleeson Trossbach
Authorized Representative

VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES		
PESTICIDE APPLICATOR		
Expires 06/30/2024	CERTIFICATE REGISTERED TECH	Certificate Number 130603 - T
FOR BL# 12950		
JERRY R BEAN CITY OF POQUOSON 45 Blake Loop Apt E Newport News VA 23606		 <u>Liza Fleeson Trossbach</u> Authorized Representative
(Fold Here)		
VALID ONLY FOR CATEGORIES LISTED		
60	REGISTERED TECHNICIAN	6/30/2024
Trained In		
Sign Here _____ Pesticide Applicator		

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 (804)786-3798

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

PESTICIDE APPLICATOR CERTIFICATE

Issued 8/10/2022	REGISTERED TECH FOR BL# 12950	Fee Paid	Certificate Number 130603 - T
Expires 06/30/2024			

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
 Newport News VA 23606



Joseph Guthrie
 Commissioner

Liza Fleeson Trossbach
 Authorized Representative

VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
 Office of Pesticide Services
 P O Box 1163
 Richmond, VA 23218


JERRY R BEAN
 CITY OF POQUOSON
 45 Blake Loop Apt E
 Newport News VA 23606

VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
PESTICIDE APPLICATOR

Expires 06/30/2024	CERTIFICATE GOVT EMPLOYEE	Certificate Number 38303 - G
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FOR BL#
12950

BONNIE FAYE HAMPTON
CITY OF POQUOSON
29 Crestwood Cir
Hampton VA 23669


Liza Fleeson Trossbach
 Authorized Representative

(Field Here)

VALID ONLY FOR CATEGORIES LISTED		
6	RIGHT-OF-WAY PEST CONTROL	6/30/2024
7-A	GENERAL PEST CONTROL	6/30/2024
3-B	TURF PEST CONTROL	6/30/2024
3-A	ORNAMENTAL CONTROL	6/30/2024

Sign Here _____
Pesticide Applicator

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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 8/10/2022	GOVT EMPLOYEE FOR BL# 12950	Fee Paid EXEMPT
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Certificate Number
38303 - G

Expires
06/30/2024



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 FAYE HAMPTON
CITY OF POQUOSON
29 Crestwood Cir
Hampton VA 23669



Joseph Guthrie
Commissioner

Liza Fleeson Trossbach
Authorized Representative

VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
Office of Pesticide Services
P O Box 1163
Richmond, VA 23218

BONNIE FAYE HAMPTON
CITY OF POQUOSON
29 Crestwood Cir
Hampton VA 23669

COMMONWEALTH OF VIRGINIA

Department of Environmental Quality

Dual

Plan Reviewer

Garrett Jeffrey Feagans

CERTIFICATE NUMBER

DPR0175

EXPIRATION DATE

12/3/2024



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.

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Department of Environmental Quality

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COMMONWEALTH OF VIRGINIA
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Expiration Date

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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



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State Water Control Board

1111 East Main Street, Richmond, Virginia 23219

Dual

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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

Laura Jean Clement Nusz



CERTIFICATE NUMBER

DIN0456

EXPIRATION DATE

11/19/2024



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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

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



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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

24 users in total

BMP SC: TMDL Special Conditions

Appendix

City of Poquoson Annual Report

VAR# 040024

Fiscal Year 2023

Submitted to DEQ October 2nd, 2023

BMP SC APPENDIX CONTENTS

<u>BMP SC</u>	<u>Special Conditions: TMDLs</u>
SC-1	TMDL Status Report for FY 2023
SC-1c	HRSD Nutrient Credit Agreement: Found in Appendix under BMP 1.4
SC-2	Back River and Poquoson River Bacterial TMDL Action Plans

Updated MS4 Program Plan July 1, 2022 - June 30, 2023

TMDL Special Conditions							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	PY 5 Status
SC-1	Chesapeake Bay TMDL						
SC-1a	Update the Chesapeake Bay TMDL Action Plan	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	Compliant. Submitted to DEQ as required in PY1. No comments received to date.
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	Compliant. No public comments were received. The plan remains on the City website and the Public are continuously invited to provide comments or ask questions.
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	Ongoing. HRSD credit trading agreement found in appendix section 1. This agreement satisfies the Bay TMDL second period requirements. No septic tanks were disconnected this year. The City has a 99% connection rate with only 39 tanks remaining in use.
SC-2	Local TMDL						
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 18 months after permit effective date	Local TMDL Action Plan	N/A Poquoson only has bacterial TMDLs approved after July, 1 2013.
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 30 months after the permit effective date	Local TMDL Action Plan	Compliant. TMDL Action Plans developed and submitted to DEQ in May 2021. See Appendix for attached action plans.

Updated MS4 Program Plan July 1, 2022 - June 30, 2023

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 TDML 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						

Updated MS4 Program Plan July 1, 2022 - June 30, 2023

	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 Action Plan	N/A Poquoson only has bacterial TMDLs approved after July, 1 2013.
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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-tmdls>

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 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 Permit¹

Watershed	Permit Number	MS4 Permit Holder	Existing Load (Counts/day)	Wasteload Allocation (Counts/day)	Percent Reduction(%) ²
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 ³	N/A	N/A	
	SUM		9.56E+10	8.52E+10	10.86

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

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

³No 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 1st 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

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

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- 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 1st 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

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 has also met its 2023 implementation goal for the Bay TMDL. Poquoson has provided DEQ with a copy of a draft TMDL Action Plan for the third permit cycle.

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.

FINAL PAGE of Appendix & Report

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