

Minimum Control Measure #1 - Public Education and Outreach on Stormwater Impacts

Central Virginia Training Center (CVTC) will implement a public education program through various Best Management Practices to distribute educational materials to the hospital community (employees) and conduct other similar outreach activities about the impacts of stormwater discharges on water bodies and the steps that the community can take to reduce pollutants in stormwater runoff. CVTC will develop and distribute its education material using diverse strategies to target the non-tradition and specific audience that the CVTC community entails. CVTC will use the following Best Management Practices to meet the stated objective of MCM #1. The Responsible Party for all BMP's identified in the MS4 Program Plan will be the Assistant Director.

| Proposed BMP | Elements of BMP | Measurable Goal and Effectiveness | Items Included in Annual Report |
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| 1.a. Education on Stormwater Discharges to Impaired Waters | In addition to its existing education program, CVTC will educate the hospital community on discharges to impaired waters, in particular, Williams Creek. CVTC will continue to use diverse media (including but not limited to its weekly bulletin, its website, and its annual training). Materials will be revised, as needed, to appropriately address Williams Creek. | <ul style="list-style-type: none"> • Track the number of materials that have been published and distributed. • Qualitatively track the number of materials that are taken by the community • Include a "ticker counter" on CVTC website | <ul style="list-style-type: none"> • Copies of the education material and the website address • Qualitative summary of materials taken • Website Address • Ticker counter summary |
| 1.b. Education on Hazards Associated with Illegal Dumping | In addition to its existing education program, CVTC will educate the hospital community on hazards associated with illegal dumping. CVTC will continue to use diverse media (including but not limited to its weekly bulletin, its website, and its annual training) to increase education on illegal dumping. Materials will be revised, as needed. | <ul style="list-style-type: none"> • Track the number of materials that have been published and distributed. • Qualitatively track the number of materials that are taken by the community • Include a "ticker counter" on CVTC website | <ul style="list-style-type: none"> • Copies of the education material and the website address • Qualitative summary of materials taken • Website Address • Ticker counter summary |
| 1.c. Involvement in Water Quality Improvement Projects | CVTC will continue its participation in activities that promote improved water quality in the area. CVTC will continue to participate in internal clean-up programs as well as promote external clean-up using other organizations. | <ul style="list-style-type: none"> • CVTC will post the dates of improvement projects on its website as well as the number of attendees | <ul style="list-style-type: none"> • A summary of improvements projects |

Minimum Control Measure #2 - Public Participation and Involvement

CVTC will implement a public involvement program through various Best Management Practices to encourage public involvement regarding stormwater control measures on campus property. CVTC will use the following Best Management Practices to meet the stated objective of MCM #2. The Responsible Party for all BMP's identified in the MS4 Program Plan will be the Assistant Director.

| Proposed BMP | Elements of BMP | Measurable Goal and Effectiveness | Items Included in Annual Report |
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| 2.a. Reporting Procedures | CVTC will develop reporting procedures for notifying appropriate personnel of stormwater observations and possible violations. Procedures will also be developed for receipt and consideration of information submitted by the public for construction related issues. Such information will be integrated into the educational material. | Track the number of communications/complaints that are received | Copies of the education material A summary of communications/complaints |
| 2.b. Availability of MS4 Program Plan and Annual Report | CVTC will make available both its MS4 Program Plan and its annual reports. These documents will be posted on the CVTC website, which would be available for download. CVTC will develop procedures to record comments that are received from the community. | Track the number of comments received by the community | A summary of comments received |
| 2.c. Increased Involvement in Water Quality Improvements Projects | CVTC will continue to promote community involvement by posting dates of activities on its website as well as other forms of communication, if appropriate. | CVTC will post the dates of improvement projects on its website as well as the number of attendees | • A summary of improvements projects |

Minimum Control Measure #3- Illicit Discharge Detection and Elimination

CVTC will implement a program through various Best Management Practices to effectively detect and eliminate illicit discharges into the hospital's MS4. CVTC will use the following Best Management Practices to meet the stated objective of MCM #3. The Responsible Party for all BMP's identified in the MS4 Program Plan will be the Assistant Director.

| Proposed BMP | Elements of BMP | Measurable Goal and Effectiveness | Items Included in Annual Report |
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| 3.a. Stormwater Drainage System Map | CVTC will update and consolidate its stormwater drainage system map. The map will show all known outfall locations, the associated receiving waterbody, and the associated HUCs. As the drainage system changes due to development, the map will updated in a timely manner. | Maintain a current and accurate stormwater drainage system map | Status of map as well as date of latest revision |
| 3.b. Illicit Discharge Screening | CVTC will develop a "Task Report", which will be used as the illicit discharge screening system, under its existing Preventive Maintenance (PM) program. The "Task Report" will include appropriate screening items that meet the objective of the publication entitled "Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessment," Environmental Protection Agency. If any illicit discharges and/or suspect discharges are found a "Corrective Action Report" will be generated. | Develop and maintain an effective screening system. The goal for this BMP will be the development and implementation of screening procedures as well as tracking the number of illicit discharges detected through such screening procedures. | Copies of the Task Report and Corrective Action Report templates. |
| 3.c. Illicit Discharge Tracking System | Develop a system to effectively track the number of illicit discharges identified through the Task Report system. The system will include a total count of the number of occurrences as well as a narrative on how they were controlled or eliminated. | Develop and maintain an effective tracking system. The goal for this BMP will be measured by the number of illicit discharges detected and the overall elimination or reduction of such discharges. | A summary of the illicit discharges identified and measures taken to control or eliminate. |

Minimum Control Measure #4 - Construction Site Stormwater Runoff Control

CVTC will implement a program through various Best Management Practices to reduce pollutants in any stormwater runoff from the MS4 from construction activities that result in land disturbances of greater than or equal to 2,500 square feet in all areas of the campuses. The Central Virginia Training Center will use the following Best Management Practices to meet the stated objective of MCM #4. The Responsible Party for all BMP's identified in the MS4 Program Plan will be the Assistant Director.

| Proposed BMP | Elements of BMP | Measurable Goal and Effectiveness | Items Included in Annual Report |
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| 4.a. Erosion and Sediment Control During Construction | As a State agency, CVTC must follow the State review process for plans and drawings, which includes submissions to the Bureau of Capital Outlay Management, the Department of Environmental Quality, the Department of Conservation and Recreation, etc. This review process ensures that the required DCR approvals and permits are obtained prior to construction and in accordance with State and federal law pertaining to construction projects. Copies of all necessary permits (i.e. VSMP construction permit) will be provided to the Assistant Director's office as part of the construction documents. In addition, unlike typical MS4's (i.e., counties and cities) where most of the development involves private entities, any construction that occurs on the respective campuses is managed and operated by the hospital and its representatives. Therefore, CVTC and the DBHDS have inherent control over the construction activities that occur on each campus through the use of the General Conditions of the Construction Contract document developed by the Department of General Services (DGS). | Continue current practices that ensure compliance with appropriate state and federal laws pertaining to construction projects. | The typical language included in all construction documents/specifications related to stormwater runoff control measures. |
| 4.b. Construction Site Inspection | CVTC will develop and employ procedures for site inspection and enforcement of control measures. During the actual construction phase, a State certified Erosion and Sediment Control inspector will inspect the site for all erosion and sediment control measures provided by the contractor to ensure that the contractor continues to maintain these measures throughout the project. | The goal for the BMP will be measured by the site inspections performed and the documented findings and the severity of those findings. | Number of inspections performed and associated dates & findings Any corrective actions that may have resulted from inspections |
| 4.c. Land Disturbance Activity Tracking System | CVTC will track regulated land-disturbing activities and submit the total number of regulated activities and total disturbed acreage. | Track the number of regulated land-disturbing activities | A summary of regulated activities |

Minimum Control Measure #5 - Post-Construction Stormwater Management in New Development and Redevelopment

Central Virginia Training Center will implement a program through various Best Management Practices to enforce procedures to address stormwater runoff to the MS4 from new development and redevelopment projects that disturb greater than or equal to 2,500 square feet in all areas of the hospital. The Central Virginia Training Center will use the following Best Management Practices to meet the stated objective of MCM #5. The Responsible Party for all BMP's identified in the MS4 Program Plan will be the Assistant Director.

| Proposed BMP | Elements of BMP | Measurable Goal and Effectiveness | Items Included in Annual Report |
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| 5.a. Stormwater Controls | CVTC must follow the State review process of plans and drawings, which includes submissions to the Bureau of Capital Outlay Management (to ensure compliance with Construction & Professional Services Manual), the Department of Environmental Quality, the Department of Conservation and Recreation, etc. This review process ensures that projects are initially designed using state technical criteria and that the required approvals and permits are obtained prior to construction and in accordance with the Virginia Stormwater Management Act (VSMA). Any construction that occurs on the respective campuses is managed and operated by the campus and its representatives. Therefore, CVTC and DBHDS have inherent control over the construction activities that occur on each campus through the use of the General Conditions of the Construction Contract document developed by the DGS. | Continue current practices that ensure compliance with appropriate state and federal laws pertaining to stormwater management. | The typical language included in all construction documents/specifications related to stormwater runoff control measures. |
| 5.b. Site Inspection and Maintenance | CVTC will continue a program for the periodic inspection and maintenance of structural stormwater controls after construction has been completed and the building turned over to the hospital. CVTC will revise its current "Task Report" for annual cleaning of storm drains to meet this state objective of this MCM. If degradations and obstructions are observed, necessary steps will be taken to correct the findings using a "Corrective Action Report". During adverse weather, any drains that are observed to be backed up due to debris or foliage are opened up and allowed to flow freely. | The goal for this BMP will be measured by the number of inspections performed and the associated findings. | The following items will be included in the Annual Reports: The number of inspections performed & the associated findings, and Any corrective action or maintenance that occurred as a result. |
| 5.c. Permanent Stormwater Management Tracking System | The objective for this BMP is to develop a tracking system for all permanent stormwater management facilities. CVTC, where installed, will track all known permanent stormwater management facilities that discharge to the MS4 including the following information: type of BMP, HUC, receiving waterbody, and acres treated. | The goal for this BMP will be measured by the tracking system developed. | The following items will be included in the Annual Reports: Type of BMP, HUC, Receiving body, and acres treated. |

Minimum Control Measure #6 - Pollution Prevention/Good Housekeeping for Facility Operations

Central Virginia Training Center will implement an operation and maintenance program through various Best Management Practices that have the ultimate goal of preventing or reducing pollutant runoff from facility operations.. The Central Virginia Training Center will use the following Best Management Practices to meet the stated objective of MCM #6. The Responsible Party for all BMP's identified in the MS4 Program Plan will be the Assistant Director.

| Proposed BMP | Elements of BMP | Measurable Goal and Effectiveness | Items Included in Annual Report |
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| 6.a. Training | CVTC will continue to utilize existing training programs (including but not limited to annual training for Buildings & Grounds, Transportation, Security, and Housekeeping). In addition, CVTC will incorporate an educational video on MS4 and Pollution Prevention to selected departments. | The goal for this BMP will be measured by the number of individuals trained on an annual basis. | Summary of the training material and those departments in attendance |
| 6.b. Materials Handling and Storage | CVTC will develop materials handling and storage procedures that effectively address the following issues: Eliminate illicit discharges from storage yards, fleet or maintenance shops, and outdoor storage areas Waste materials are properly disposed Materials that are soluble or erodible shall be protected from exposure to precipitation | The goal for this BMP will be the elimination of illicit discharges from facility operations as well as proper disposal of all waste materials. | The following items will be included in the Annual Reports in relation to the scheduled outline: Corrective action or steps taken to eliminate illicit discharges from facility operations, and Inventory use records. |
| 6.c. Nutrient Management | A nutrient management plan is currently under review by DCR for approval. Upon approved, employees will be trained in the nutrient management plan and procedures will be followed. DCR has been notified regarding the hospital's status | CVTC will have random soil samples taken to ensure that nutrient application rates are not being exceeded and that they are consistent with the NMP. Where adjustments are needed, the NMP will be updated to reflect new requirements and copies provided to the Department of Conservation and Recreation as needed. | If no changes are required, annual records of nutrient application will be forwarded to DCR annually Notification of any changes to the Nutrient Management Plan with corresponding updates to the BMP. |