STAFFORD COUNTY

MS4 PROGRAM PLAN

NOVEMBER 1, 2023 – OCTOBER 31, 2028

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Prepared for:

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Developed in Compliance with:

Virginia Pollutant Discharge Elimination System (VPDES) General Permit for Stormwater Discharges from Small MS4, Effective Date November 1, 2023

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Program Plan Revisions Log

Date Revised	Revised Section	Revised Section Page Number	Description

Introduction

Stafford County, Virginia (County) encompasses approximately 277 square miles within the Interstate 95 corridor just north of the City of Fredericksburg. Northern portions of the County fall within the Washington DC-VA-MD UA boundaries. Southern portions of the County fall within the Fredericksburg, VA UA. The portions of the County located within an UA of the 2020 US Census are mapped in Figure 1.

The County has retained coverage under the MS4 General Permit since the State's initial permit in 2003. In 2023, the County submitted a complete Registration Statement for Permit Coverage under the most recent MS4 General Permit. The County received its Notice of Coverage under the MS4 General Permit on November 1, 2023.

The MS4 Program Plan, established here, defines the means and methods that the County will utilize to meet the MS4 permit requirements.

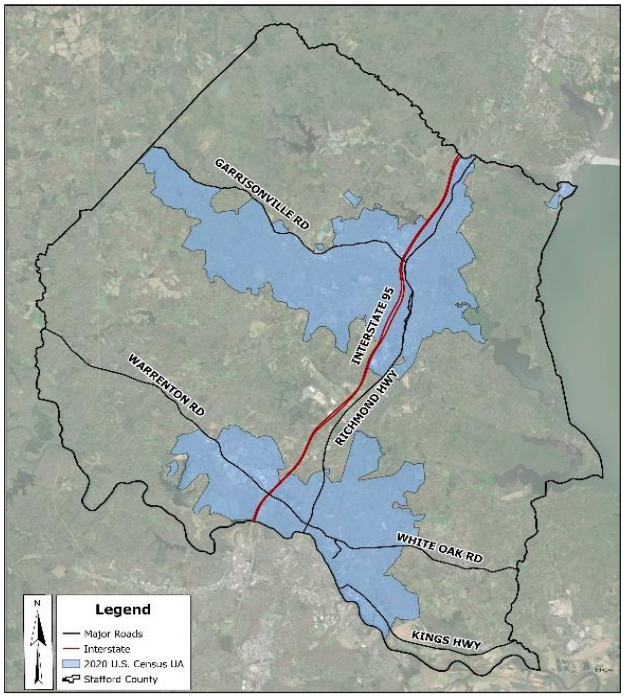


Figure 1. Portions of Stafford County located within the 2020 U.S. Census Urbanized Areas (UA)

The Current MS4 General Permit

The current MS4 General Permit, found at 9VAC25-890-40 et. seq. of the Virginia Administrative Code (VAC), became effective November 1, 2023, and will expire on October 31, 2028. The MS4 General Permit provides the County authorization to discharge stormwater from its MS4 provided conditions contained in the permit are met. The MS4 General Permit is the legal authority upon which County compliance will be determined. Failure to meet the conditions and requirements contained in the MS4 General Permit can lead to State or Federal authorities initiating compliance action against the County. The Clean Water Act (CWA) also allows third parties to utilize Citizen's Suits to ensure County compliance in case of alleged non-compliance.

The MS4 General Permit is divided into four Parts:

Part I – Discharge Authorization and Special Conditions, which outlines authorization and special conditions for stormwater discharges from municipal separate storm sewer systems. It defines the scope of permissible discharges and sets requirements for compliance, including prohibitions on pollutant discharge and adherence to water quality standards. Additionally, it mandates the implementation of stormwater management programs to prevent water body impairment and ensure compliance with regulations such as the Chesapeake Bay TMDL. Part I also includes six (6) Minimum Control Measures (MCMs) expected of MS4 Programs operated by small MS4 operators. The MCMs are:

- MCM 1 - Public Education and Outreach
- MCM 2 - Public Involvement and Participation
- MCM 3 - Illicit Discharge Detection and Elimination
- MCM 4 - Construction Site Stormwater Runoff Control

- MCM 5 - Post-Construction Stormwater Management for New Development and Development on Prior Developed Lands
- MCM 6 - Pollution Prevention and Good Housekeeping for Facilities Owned and Operated by the County within the MS4 Service Area

Part II of the MS4 General Permit contains special conditions defining how the County is required to address applicable Total Maximum Daily Loads (TMDLs). The MS4 General Permit contains two special conditions, both of which are applicable to the County. Part II.A. is the Chesapeake Bay TMDL Special Condition, which is applicable to all MS4s located in the Chesapeake Bay watershed. Part II.B. is the Local TMDL Special Condition, which is applicable to MS4s that discharge into a waterbody that does not meet water quality standards due to excessive pollution and for which a TMDL has identified the MS4 as a source of the contributing pollutant. County Chesapeake Bay TMDL action plans and local TMDL action plans can be found on the county's MS4 permit program page here.

Part III of the MS4 General Permit contains the standard VPDES permit conditions including, but not limited to, records retention, reporting of unauthorized discharges and unusual discharges, signatory requirements, certification requirements, and authorization for DEQ entry to conduct inspections.

Part IV of the MS4 General Permit outlines comprehensive measures for monitoring and assessing stormwater discharges to ensure compliance with regulatory standards. It emphasizes the implementation of effective sampling techniques and data analysis to evaluate the impact of stormwater runoff on receiving waters, facilitating informed decision-making for pollution control and management.

The conditions and requirements included in the MS4 General Permit have been incorporated into the County's MS4 Program Plan to provide the County guidance in complying with the permit.

The effective MS4 General Permit can be found here.

Minimum Control Measure 1 – Public Education and Outreach

MCM 1 details the expectations and requirements of the County's efforts to increase public knowledge and awareness regarding stormwater pollution, anthropogenic impacts to water quality and local water quality concerns. In order to guide implementation of requirements of MCM 1, the County has created a Public Education and Outreach Plan (PEOP) that is included in the MS4 Program Plan Reference Library which can be provided upon request.

High Priority Stormwater Issues (Requirements 1.b, 1.c & 1.d)

The County must identify no less than three (3) high-priority stormwater issues to meet the goal of educating the public. Through public outreach the County must explain the importance of each high priority issue, include measures the public can take to minimize their impacts, and provide ways for public to get more information. Annually, two or more strategies listed in MS4 permit Table 1 must be used to communicate high priority stormwater issues with target audiences.

BMP 1.1 - High Priority Stormwater Issues

Table 1 outlines County selected high-priority stormwater issues, rationale for selection, identified target audience, time period, and strategy implemented to educate the public.

Table 1. Stafford County High Priority Issues

Stormwater Issue	Rationale	Target Audience	Strategies	Description	Public Actions	Time Period
Pet Wastes	Pet wastes contain high volumes of bacteria, which is a cause of impairment for receiving waters in the County MS4 Service Area.	Residential Community	Traditional written materials	*When Nature Calls, Please Pick-Up After Your Pet* brochures are provided at County libraries.	Clean up after your pet	Year-round
			Signage	PRCF[1] maintains year-round signage at the County's dog park reminding dog owners to clean up pet waste.		Year-round
Residential Lawn Care	Improper nutrient application on residential lawns is a source of nutrients that contribute to Chesapeake Bay impairments.	Residential Community	Public education activities	VCE[2] maintains soil test kits at its office[3]. Soil testing educates County residents on how to properly care for their lawns and gardens.	Understand and correctly use fertilizer and pesticides	Year-round
			Public education activities	VCE implements the Smart Green Lawns Program, where a Master Gardener visits a residence, collects a soil sample, and provides a customized fertilizer plan for environmentally friendly lawn care.		March 1-October 31
Illicit Discharges	Eliminating illicit discharges has been identified by EPA as one of the six (6) MCMs necessary for MS4 operators to implement to reduce pollutants from MS4s to the MEP.	General Public	Traditional written materials	*Illicit Discharge Detection & Elimination* brochures are provided at County libraries.	Report if you see an illicit discharge	Year-round
			Media material	Northern Virginia Clean Water Partnership's, Only Rain Down the Drain which uses digital, television and radio advertising and its website to promote pollution prevention awareness.		Year-round
			Media materials	The R-Board's[4] Community Outreach website shares waste collection event info, education, cleanups, composting, and pollution prevention for stream and Chesapeake Bay protection.		Year-round
			Signage	The DDS-E[5] supports placing storm drain markers on stormwater inlets to raise awareness about the discharge of illicit materials into local waters. More information can be found here.		Year-round

[1] *Stafford County Parks, Recreation and Community Facilities*
[2] *Stafford County Cooperative Extension*
[3] *Located in the Rowser Building at 1739 Jefferson Davis Highway Stafford, VA.*
[4] *Rappahannock Regional Solid Waste Management Board*
[5] *Stafford County Department of Development Services – Environmental*

BMP 1.1 - Measurable Goals

- The County has identified three high priority stormwater issues for meeting the goal of educating the public.
- The County will use a minimum of two (2) strategies listed in the MS4 General Permit Table 1 annually to communicate to the public the high-priority identified high priority issues.

MCM 1 Responsible Department

Per MS4 permit Part 1.C.1.c.(5) the persons, positions, or departments responsible for implementing each BMP or strategy are outlined in Figure 2.



Figure 2. MCM 1 Roles and Responsibilities

Minimum Control Measure 2 – Public Involvement and Participation

MCM 2 is designed to both keep the public informed of the County's efforts at minimizing pollutant discharge through its MS4 and to encourage public involvement and participation in pollution prevention efforts.

Stormwater and MS4 Public Reporting and Communication (Requirements 2.a & 2.b)

The County must develop and implement procedures for the public to report potential illicit discharges, improper material disposal, spills to the MS4, complaints regarding land disturbing activities, and other potential stormwater concerns. They must also develop procedures to solicit and respond to public comments on the MS4 program plan and maintain documentation of correspondence. In addition, the County must update and maintain a webpage dedicated to the MS4 program and stormwater pollution prevention with all information listed in requirement 2.b of the MS4 General Permit.

BMP 2.1 – Stormwater and MS4 Public Reporting and Communication

Department of Development Services - Environmental maintains its website, comprised of a subseries of webpages pertaining to the Chesapeake Bay Act, Wetlands and Other Environmental Agencies, Erosion and Sediment Control, Stormwater Management, and the MS4 Stormwater Management Permit Program.

Environmental Services Division Website

Scan the QR code to access Stafford County's Department of Development Services – Environmental website to learn more about the division's programs.

The County's MS4 website includes a link to the current MS4 General Permit and the County's Notice of Coverage under the permit from DEQ. The MS4 Stormwater Permit Program webpage also includes links to the County's current MS4 Program Plan, MS4 Annual Report, and TMDL Action Plan. In addition, the MS4 Stormwater Management Permit Program webpage includes a link to the County's Illicit Discharge, Detection, and Elimination (IDDE) website, where the public can report potential illicit discharges, improper disposal, spills to the MS4; complaints regarding land disturbing activities; and other potential stormwater pollution prevention concerns to Department of Development Services - Environmental by calling (504) 658-8830.

Illicit Discharge Detection and Elimination Website

Scan the QR code to access Stafford County's Illicit Discharge Detection and Elimination website to learn more about what an IDDE is and why it is important. Steps to report an Illicit discharge can also be found on this page.

The public can also utilize the County's Citizen Service Request Tracker, AskBlu, as directed on the MS4 Stormwater Permit Program website, or the Stafford 311 system to report stormwater related concerns.

The County will utilize the MS4 Permit Program website to post the:

- Effective MS4 permit and coverage letter.
- Current MS4 Program Plan.
- Annual Report for each year of the term covered by this permit.
- Current Chesapeake Bay TMDL action plan.
- Chesapeake Bay TMDL implementation annual status reports for each year of the term covered by the permit.
- A mechanism for the public to report potential illicit discharges, improper disposal, spills to the MS4, complaints regarding land disturbing activities, or other potential stormwater pollution concerns.
- Methods for how the public can provide comments on the permittee's MS4 program plan.

BMP 2.1 - Measurable Goals

- The County will maintain an up-to-date website that provides access to, and the ability to provide comment on, MS4 Program information including the MS4 Program Plan, MS4 Annual Reports, TMDL Action Plans and public involvement and participation opportunities.
- The County will continue to provide mechanisms for the public to report complaints regarding potential illicit discharges, improper disposal, spills to the MS4, complaints regarding land disturbing activities or other potential stormwater pollution concerns.

Public Involvement and Participation (Requirement 2.c)

The County must implement no fewer than four (4) activities per year from two or more categories listed in MS4 Permit requirement 2.c to provide an opportunity for public involvement to improve water quality and support local restoration and clean-up efforts.

BMP 2.2 – Opportunities for Public Involvement

The County has developed and implements numerous public involvement and participation opportunities as listed in Table 2.

Table 2. Public Involvement Activities

Activity	Public Involvement Opportunity	Description	Timeline	Water Quality Benefits
River Clean-Up Events	Restoration	The Friends of the Rappahannock (FOR) promote and lead numerous river cleanup projects along the Rappahannock River portion of Stafford County. The events can be found here.	Determined by FOR	FOR manages the river clean-up program and communicates to the County about each project including various metrics as described in the County's MOU[6] with FOR.
Volunteer Storm Drain Marking Program	Pollution Prevention	DDS-E[7] promotes its Storm Drain Marking Program through its environmental website and works with community organizations to install "Only Rain Down the Drain" storm drain markers throughout the County. More information can be found here.	Year-Round	Storm drain marking educates the community on what waterbody the stormwater drains to.
R-Board Household Hazardous Waste Collection Program	Disposal or Collection events	The R-Board is a joint venture between Stafford County and the City of Fredericksburg that is responsible for operation and maintenance of the Regional Landfill, and recycling drop-off facilities.	Spring and Fall events	Household Hazardous Waste Collection is beneficial to improving water quality based on EPA's recognition that improper disposal of HHW can cause environmental damage.
Cooperative Extension Office Smart Green Lawns Program	Pollution Prevention	The Smart Green Lawns Program ensures healthy lawns using eco-friendly practices. Participants receive a site visit, soil tests, a handbook, and a personalized fertilizer plan. More information can be found here.	March 1 - October 31 each year	Smart Green Lawns Program improves water quality by managing residential nutrients to reduce the transportation of N-P-K (Nitrogen, Phosphorous, and Potassium) found in fertilizers.
Duff McDuff Green Memorial Park Pet Waste Stations	Pollution Prevention	The County provides pet waste stations at three separate dog park areas at the Duff McDuff Green Memorial Park.	Year-Round	"Pet waste management programs are successful pollutant management strategies targeted at the residential community for reducing bacteria associated with pet wastes."[8]
Local School Outreach	Public Education Activities	The County runs a program called "3rd Grade Tours" where 3rd graders are invited to the County to learn about government for a day, which includes an introduction to stormwater management and erosion and sediment control practices.	March-May each year	A total of 339 students have participated in 3rd Grade Tours across 17 schools to learn about stormwater management.
Additional Public Involvement and Participation Opportunities		The County recognizes that additional public involvement and participation opportunities related to stormwater pollution prevention, such as stream and park clean-up days, can be useful public involvement activities, and reserves the right to utilize new opportunities as-needed annually.	Year-Round	

[6] *Memorandum of Understanding*
[7] *Stafford County Department of Development Services - Environmental*
[8] *DEQ Guidance Manual for TMDL Implementation Plans (June 2017)*

BMP 2.2 - Measurable Goals

- The County will annually implement a minimum of four (4) public involvement activities, selected from MS4 General Permit Table 2.

MCM 2 Responsible Department

Per MS4 permit Part 1.C.1.c.(5). the persons, positions, or departments responsible for implementing each BMP or strategy are outlined in Figure 3.

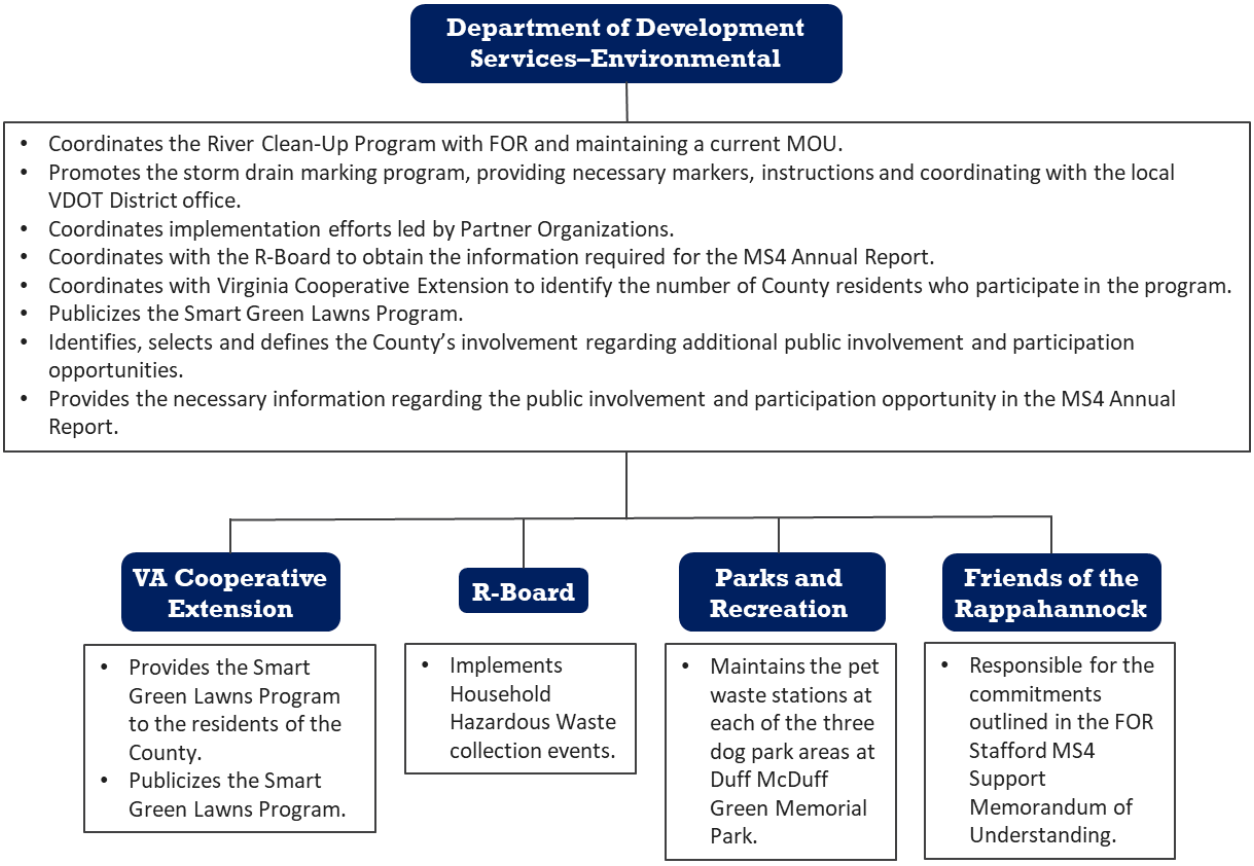


Figure 3. MCM 2 Roles and Responsibilities

Minimum Control Measure 3 – Illicit Discharge Detection and Elimination

MCM 3 mandates the development and implementation of strategies to identify and eliminate improper discharges into stormwater systems. It aims to safeguard water quality by actively monitoring and addressing illicit discharges, which prevents contaminants from entering water bodies.

MS4 Outfall Data Record Keeping and Mapping (Requirements 3.a.(1)-(5))

The County is required to create and keep an updated map and outfall information table of MS4 facilities owned or operated by the permittee within the regulated service area. The County must provide DEQ with a properly formatted file geodatabase, as outlined in section 3.a.(3).(a)-(d) of the MS4 permit. Additionally, the County must regularly update the MS4 map and outfall information table to incorporate any newly constructed outfalls or approved TMDLs within the previous reporting period**.**

BMP 3.1 – MS4 Outfall Data Record Keeping and Mapping

The County manages a variety of geocoded layers within its GIS, encompassing essential data for executing its MS4 program, including MS4 Outfalls, MS4 Regulated Service Area, County Owned Stormwater Management Facilities, and watershed and stream information that includes noted impairments and TMDL information. Each stormwater management (SWM) facility, Best Management Practice (BMP), and individual MS4 outfall is assigned a unique asset ID, with their locations pinpointed using latitude and longitude coordinates. Records regarding individual SWM facilities, BMPs or MS4 outfalls are obtained by consolidating available data from County GIS layers, INFOR Inspection and Facility Database System, ONBASE Case File Records Repository and current Department of Development Services - Environmental spreadsheets. Records searches can be conducted via numerous methods including asset ID, parcel, and case number and synced with existing GIS layers to provide necessary maps and required MS4 asset outfall information tables. This information is provided in the MS4 Program Plan Reference Library, which can be provided upon request.

BMP 3.1 - Measurable Goals

- The County will maintain MS4 outfall and SWM Facility/BMP records in accordance with County and MS4 permit policies and procedures.
- The County will provide DEQ the required MS4 map and outfall information table as required during PY01 and within 14-days of DEQ-request throughout the permit cycle.

Physical Interconnections (Requirement 3.a.(6))

The permittee shall provide written notification to any downstream adjacent MS4 of interconnections established or discovered after the effective date.

BMP 3.2 – Physically Interconnected MS4 Reporting

Stafford County, as of this current MS4 Permit Cycle, has four (4) interconnections with neighboring MS4s. The interconnections are with the following MS4s:

- Stafford County School Board (MS4 Permit Registration Number VAR040071)
- The US Marine Corps Base Quantico (MS4 Permit Registration Number VAR040069)
- The University of Mary Washington (MS4 Permit Registration Number VAR040094)
- The Virginia Department of Transportation (VPDES Permit Number VA0092975)

The County will notify the appropriate MS4 operator, in writing (e-mail is acceptable) of newly established or newly discovered MS4 outfalls based on the following:

- VDOT will be notified of any newly established or newly discovered discharges from County-owned or operated MS4s that discharge into the VDOT right-of-way or onto a VDOT-owned parcel, as identified by the most current GIS parcel information.
- All other MS4 operators will be notified of any newly established or newly discovered discharges from County-owned or operated MS4s that discharge onto a MS4 operator-owned parcel, as identified by the most current GIS parcel information.

Newly established MS4 outfall information will be entered into the County's MS4 database, as needed and copies of the physical-interconnection notification(s) are located in the MS4 Program Plan Reference Library, which can be provided upon request.

BMP 3.2 - Measurable Goals

- The County will notify MS4 operators of any newly constructed or identified physical interconnections.
- The County will track and report the number of new interconnections and report it in the MS4 Annual Report.

Illicit Discharge Detection and Elimination (IDDE) (Requirements 3.b & 3.c)

The County shall prohibit through ordinance, policy, Standard Operating Procedures (SOPs), or other legal mechanisms, to the extent allowable under federal, state, or local law, regulations, or ordinances, unauthorized non-stormwater discharges into the MS4. The County shall maintain, implement, and enforce Illicit Discharge Detection and Elimination (IDDE) written procedures designed to detect, identify, and address unauthorized non-stormwater discharges, including illegal dumping, to the MS4 to effectively eliminate the unauthorized discharge.

BMP 3.3 – Illicit Discharge Detection and Elimination (IDDE)

The County's legal authority to prohibit illicit discharges into its MS4 is found in Chapter 11 – Stormwater Management, Article II titled Stormwater Pollution and Illicit Discharge of the Stafford County Code of Ordinances. Under the authorities provided by this legal authority, the County has developed and implemented the Illicit Discharge Detection and Elimination (IDDE) Standard Operating Procedures Manual (IDDE SOP Manual) found in the MS4 Program Plan Reference Library which can be provided upon request. The IDDE SOP Manual provides procedures for prioritizing stormwater outfalls, conducting dry weather screening, addressing illicit discharge complaints including investigation and recordkeeping, determining the source of suspect discharges, outlining methods including enforcement mechanisms to eliminate illicit discharges, and coordinating with other agencies.

BMP 3.3 - Measurable Goals

- The County will implement the IDDE SOPs, including conducting annual dry weather MS4 outfall screening, to continue to identify and eliminate illicit discharges into the MS4.
- The number of violations and enforcement actions taken will be reported in each Annual Report.

MCM 3 Responsible Department

Per MS4 permit Part 1.C.1.c.(5). the persons, positions, or departments responsible for implementing each BMP or strategy are outlined in Figure 4.

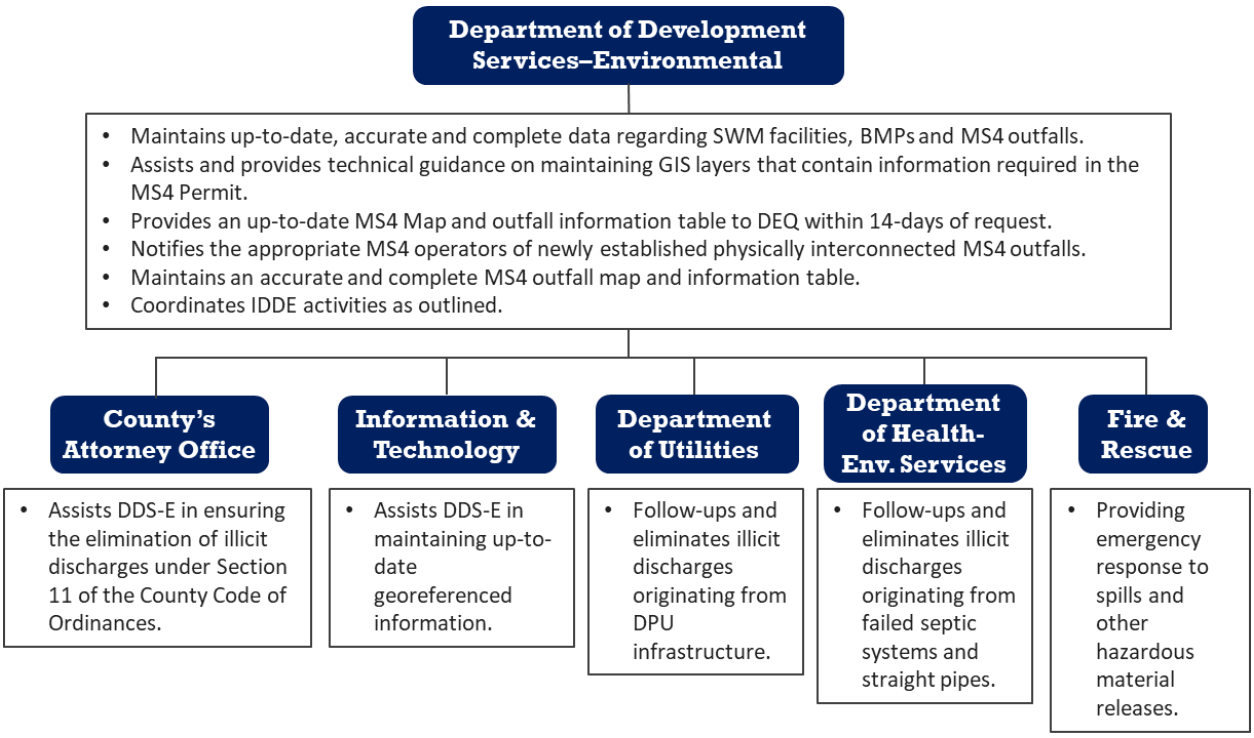


Figure 4. MCM 3 Roles and Responsibilities

Minimum Control Measure 4 – Construction Site Stormwater Runoff Control

MCM 4 contains the MS4 General Permit conditions to address discharges to the MS4 from regulated construction site stormwater runoff.

Erosion and Sediment Control Program (Requirement 4.a.(1))

If the County has adopted a Virginia Erosion and Sediment Control Program (VESCP), The VESCP shall be implemented according to Virginia Erosion and Sediment Control Law and Virginia Erosion and Sediment Control Regulations and include information listed in 4.d.(1) & 4.d.(4) of the MS4 permit.

BMP 4.1 – Implement an Erosion and Sediment Control Program

As a State Water Control Board-approved local authority for both VESCP and Virginia Stormwater Management Program, Stafford County relies on implementation of these programs to meet the MS4 General Permit conditions associated with MCM 4. Both the local VESCP and the VSMP are administered by the Department of Development Services - Environmental. The local ordinance and legal authority for administration of these programs is contained in the County Code of Ordinances Chapter 11 – Erosion and Sediment Control. As a Chesapeake Bay Preservation Area (CBPA) designated community, the County regulates land disturbance activities on projects equal to or larger than 2,500 square feet while requiring development and implementation of pollution prevention plans on construction activities regulated under the Virginia Stormwater Management Act and Regulation.

BMP 4.1 - Measurable Goals

- The County will implement a VESCP that is consistent with the Virginia Erosion and Sediment Control Law and the Virginia Erosion and Sediment Control Regulations.
- The County VESCP will be administered by a DEQ–certified administrator.
- Any changes to the ordinance will be reported in each MS4 Annual Report.

Land Disturbance Activity Tracking & Personnel Certification for Erosion and Sediment Control (Requirements 4.b & 4.c)

The County must require implementation of appropriate controls to prevent non-stormwater discharges identified in 9VAC25-890-20 D to the MS4. They must also include the items listed in MS4 permit section 4.d.(5) & 4.d.(7). Employees and contractors serving as plan reviewers, inspectors, program administrators, and construction site operators must also obtain the appropriate certifications as required under the Virginia Erosion and Sediment Control Law and its attendant regulations.

BMP 4.2 - Implement Programs and Regulations for Land Disturbance Activity Work

The responsible parties of proposed land disturbing activities are required to submit site plans for review and approval by Stafford County DEQ-certified plan reviewers. Site plan applications and checklists for grading plans and commercial site plans are maintained on the Department of Planning and Zoning website (https://staffordcountyva.gov/488/Application-Forms). Pollution Prevention Plan requirements, which are part of the VSMP required Stormwater Pollution Prevention Plan (SWPPP), are evaluated using Chapter 7 of the Stafford County Stormwater Management (SWM) Design Manual.

Land disturbing cannot begin at regulated activities until a pre-construction meeting is held. County ESC inspectors conduct routine land disturbing activity inspections in accordance with Virginia Administrative Code 9VAC25-840-60 B.1., which requires *"inspection during or immediately following initial installation of erosion and sediment controls, at least once in every two-week period, within 48 hours following any runoff producing storm event, and at the completion of the project prior to the release of any performance bonds."* Inspection results are provided to the responsible party and recorded into the INFOR Inspection and Facility Database System based on the type of inspection including:

- Type 100 – Erosion and Sediment Control Inspection
- Type 111 – SWPPP Review
- Type 121 – Pollution Prevention Review
- Type 198 – O.P./Yard Inspection (building occupancy)
- Type 199 – Final Erosion Inspection

The County's progressive enforcement for addressing non-compliance is outlined in the Stafford County VSMP Compliance and Enforcement Policy and Procedures. The County utilizes a standard Notice to Comply template during enforcement activities, when appropriate. This document can be found in the MS4 Program Plan Reference Library which can be provided upon request. County records are maintained on the County's Asset Management System in accordance with the Stafford County Stormwater Recordkeeping and Reporting Policy Procedures which can be provided upon request.

BMP 4.2 - Measurable Goals

- VESCP plan review and approval will be conducted by DEQ-certified plan reviewers.
- VESCP inspections will be conducted by DEQ-certified inspectors.
- Documentation of number of E&S inspected completed.
- Documentation of number of enforcement actions taken as a result of E&S inspections.

MCM 4 Responsible Department

Per MS4 permit Part 1.C.1.c.(5). the persons, positions, or departments responsible for implementing each BMP or strategy are outlined in Figure 5.

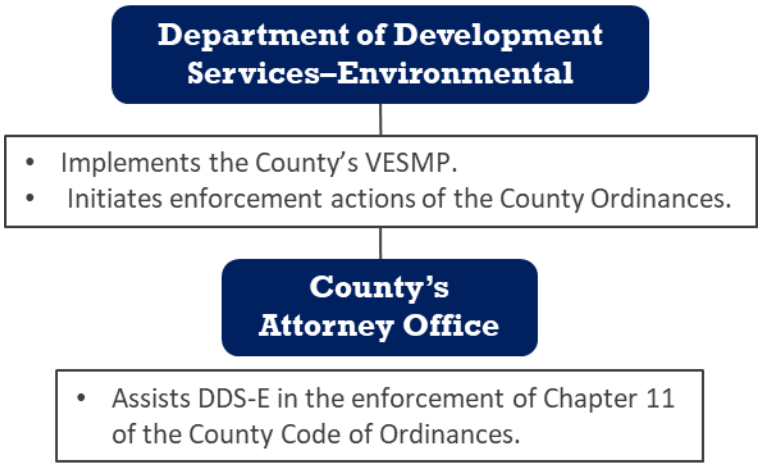


Figure 5. MCM 4 Roles and Responsibilities

Minimum Control Measure 5 – Post-construction Stormwater Management

MCM 5 strives to mitigate the impacts of development on stormwater runoff after construction activities by means of design criteria, inspections, and documentation.

Stormwater Management Program (Requirement 5.a.(1))

The County implements a VSMP which is consistent with the Virginia Stormwater Management Act (§ 62.1-44.15:24 et seq. of the Code of Virginia) and VSMP Regulations (9VAC25-870-148) as well as maintains a stormwater facility inspection maintenance program in accordance with MS4 permit sections 5.b and 5.c.

BMP 5.1 – Implement Stormwater Management Program

Stafford County, authorized by the State Water Control Board for VSMP, implements programs to fulfill MS4 General Permit conditions, including plan review, construction inspection, and SWPPP development. A copy of the VSMP approval letter can be found in the MS4 Program Plan Reference Library which can be provided upon request. The legal authority for administration of the VSMP program is contained in the County Code of Ordinances Chapter 11 Stormwater Management. As a Chesapeake Bay Preservation Area (CBPA) designated community, the County regulates land disturbance activities on projects equal to or larger than 2,500 square feet while requiring development and implementation of pollution prevention plans on construction activities regulated under the Virginia Stormwater Management Act.

The responsible parties of proposed land disturbing activities are required to submit site plans for review and approval by DEQ-certified plan reviewers. Site plan applications and checklists for grading plans and commercial site plans are maintained on the Department of Planning and Zoning website (https://staffordcountyva.gov/488/Application-Forms). Pollution Prevention Plan requirements are evaluated using the Stafford County Stormwater Management (SWM) Design Manual current edition. As part of the plan approval process, a Maintenance Agreement for Stormwater Management Systems must be executed between the private property owner and the Stafford County Board of Supervisors and recorded with the Clerk of Circuit Court. In addition, a long-term maintenance plan must be developed and attached to the maintenance agreement. Current maintenance agreement applications are maintained on the Department of Planning and Zoning website.

The County's progressive enforcement for addressing non-compliance is outlined in its Stafford County VSMP Compliance and Enforcement Policy and Procedures. The County utilizes a standard Notice to Comply template during enforcement activities, when appropriate. County records are maintained on the County's Asset Management System in accordance with the Stafford County Stormwater Recordkeeping and Reporting Policy Procedures. Upon project completion the facility records are added to Infor and as-builts and project closeout files are added to ONBASE to maintain up-to-date list of SWM facilities and associated information for post-development SWM facility inspections.

BMP 5.1 - Measurable Goals

- The County will implement a VSMP that is consistent with the Virginia Stormwater Management Act and Regulation.

County Owned Stormwater Management Facilities (Requirement 5.b)

The County must implement an inspection and maintenance program for those stormwater management facilities owned or operated by the County to ensure adequate long-term operation and maintenance of its facilities in accordance with MS4 permit sections 5.b.(1)-(4).

BMP 5.2 – County Owned/Operated Stormwater Management Facilities

The County has developed and implemented the SWM Facility Inspections and Maintenance Procedures (I&M Procedures) which can be found in the MS4 Program Plan Reference Library which can be provided upon request. The I&M Procedures define the inspection schedules for County owned/operated SWM facilities and the procedures to ensure maintenance is conducted in accordance with the required inspection frequency and protocols referenced in the MS4 Permit. The I&M Procedures include operation and maintenance checklists and identify the responsible County department for each County SWM facility.

BMP 5.2 - Measurable Goals

- The County will inspect County-owned SWM facilities and BMPs on an annual basis. The County will maintain County-owned SWM facilities and BMPs in accordance with the County Owned/Operated SWM Facility Inspection and Maintenance Procedures.
- The County will track the number of SWM facilities inspections performed annually and provide updates with the MS4 Annual Report.

Privately Owned Stormwater Management Facilities (Requirement 5.c)

The County must Implement an inspection and enforcement program for stormwater management facilities not owned by the permittee and utilize its legal authority for enforcement of the maintenance responsibilities in accordance with 9VAC25-870-112 if maintenance is neglected by the owner.

BMP 5.3 – Privately-Owned Stormwater Management Facilities

Department of Development Services - Environmental inspectors conduct on-site inspections on privately-owned SWM facilities over a five-year time period. The privately-owned SWM facilities have been divided into individual lists that provide monthly inspection schedules for Department of Development Services - Environmental inspectors to ensure all facilities are inspected at least once in every five years. Construction records are available to the inspector either by hard-copy or, for SWM facilities brought on-line after 2018, digitally through the County's ONBASE case files records repository.

Inspections are conducted using County-specific inspection checklists based on DEQ operations and maintenance checklists found in Chapter 9 of the Draft 2013 Stormwater Management Handbook. This checklist can be found at Stafford County, VA (staffordcountyva.gov). Inspection records are entered into the County's INFOR Inspection and Facility Database System as SW800 (Biennial Stormwater Inspections). SWM facility owners are provided a letter of inspection results that details the inspection findings and any required maintenance needs. A copy of the letter is placed in the ONBASE case files record repository. Follow-up inspections, when necessary, are documented in the INFOR Inspection and Facility Database System as SW801 inspections. Additional compliance and enforcement are conducted according to the Stafford County VSMP Compliance and Enforcement Policy and Procedures in the MS4 Program Plan Reference Library which can be provided upon request.

BMP 5.3 - Measurable Goals

- Privately-owned SWM facilities will be inspected on a five-year rotational basis.
- The County will track the number of private SWM facilities inspections.
- The County will track the number of enforcement actions annually and provide that information in subsequent MS4 Annual Reports.

MCM 5 Responsible Department

Per MS4 permit Part 1.C.1.c.(5). the persons, positions, or departments responsible for implementing each BMP or strategy are outlined in Figure 6.

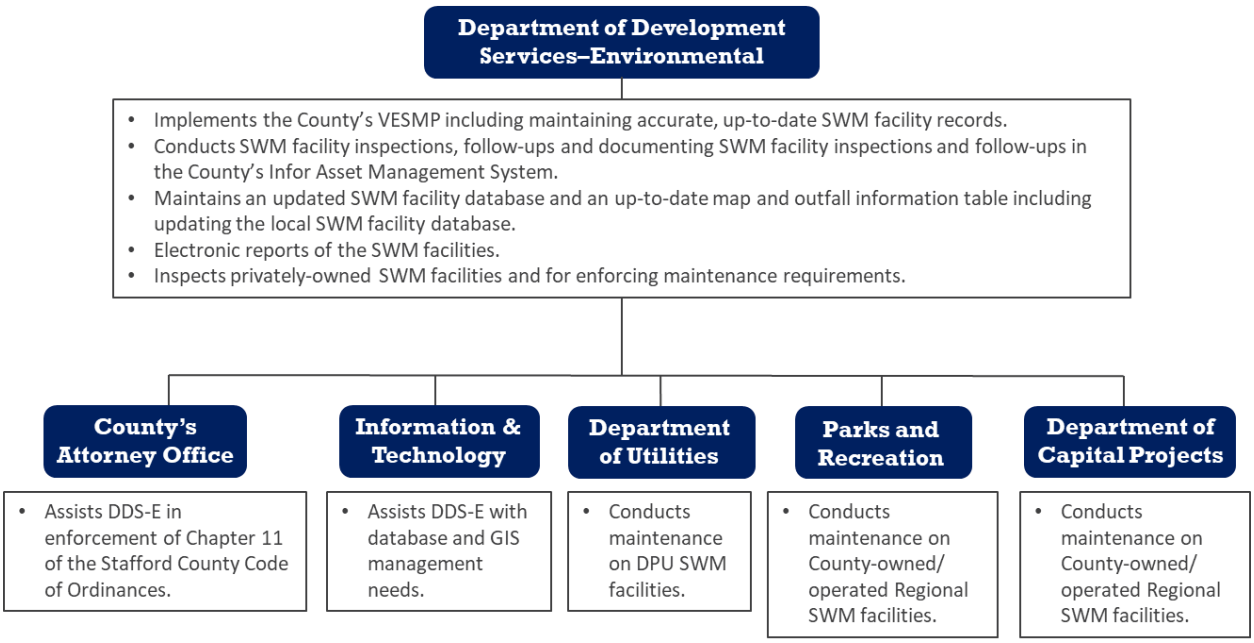


Figure 6. MCM 5 Roles and Responsibilities

Minimum Control Measure 6 – Pollution Prevention/Good Housekeeping for Municipal Operations

MCM 6 defines the MS4 General Permit's conditions and requirements for minimizing pollutant discharge associated with County facilities and operations within the MS4 Service Area. MCM 6 requires the County to develop and implement pollution prevention/good housekeeping procedures at County owned or operated facilities, implement a stormwater training program for County employees and contractors, develop Stormwater Pollution Prevention Plans (SWPPPs) for certain County high-priority facilities with a high potential for causing pollution, and develop and implement nutrient management plans at County facilities where nutrients are applied on an area greater than one contiguous acre.

Good Housekeeping Procedures (Requirements 6.a, 6.b, & 6.c)

Per the MS4 permit requirements listed in permit section 6.a, the County must maintain and implement written good housekeeping procedures for activities listed in MS4 permit section 6.b. The County must also require, through the use of contract language, training, written procedures, or other measures within their legal authority, that contractors employed by them and engaging in the activities listed in MS4 permit section 6.b follow established good housekeeping procedures and use appropriate control measures to minimize the discharge of pollutants to the MS4.

BMP 6.1 – Daily Good Housekeeping Procedures & Contract Language

The County has developed Pollution Prevention / Good Housekeeping for Municipal Operations Standard Operating Procedures (Pollution Prevention SOPs) found in the MS4 Program Plan Reference Library which can be provided upon request. The Pollution Prevention SOP provides good housekeeping procedures for the following activities:

- Municipal Facilities
- Parking Lot Maintenance
- Vehicle/Equipment Maintenance
- Ground Maintenance
- Utility Maintenance

The SOPs include the specific County departments and authority figures responsible for implementing the good housekeeping procedures at each facility identified.

Individual County Departments work with the County Financial Services Department to ensure that necessary language regarding environmental laws, regulations, certifications and SOPs are incorporated into County contracts. In addition, the Pollution Prevention/Good Housekeeping for Municipal Operations Training Plan outlines requirements regarding proper DEQ-certifications (ESC and SWM) for all plan reviewers, inspectors, program administrators and construction site operators.

BMP 6.1 - Measurable Goals

- The County will implement the Pollution Prevention SOPs as part of its overall daily operations throughout the MS4 Service Area.
- The County will include appropriate language in contractual documents to ensure that necessary permits and certifications are obtained and that required pollution prevention efforts are implemented.

Good Housekeeping Employee Training (Requirements 6.d & 6.e)

The written procedures established in MS4 permit section 6.a and 6.b shall be utilized as part of the employee training program. The County shall develop a written training plan for applicable field personnel, as well as maintain documentation of each training activity conducted to fulfill the requirements of MS4 permit section 6.e for a minimum of three years after training activity completion.

BMP 6.2 – Training Schedule and Program

The County developed the Pollution Prevention/Good Housekeeping for Municipal Operations Training Plan to address training requirements in the MS4 General Permit. The training plan, which can be found in the MS4 Program Plan Reference Library, outlines training requirements and schedules for employees regarding:

- Recognition and reporting of illicit discharges.
- Good housekeeping and pollution prevention practices that are employed during road, street and parking lot maintenance.
- Good housekeeping and pollution prevention practices that are employed in and around maintenance and public works facilities.
- Obtaining proper certifications and training for employees and contractors who apply pesticides and herbicides.
- Obtaining proper DEQ-certifications (ESC and SWM) for plan reviewers, inspectors, program administrators and construction site operators.
- Good housekeeping and pollution prevention practices that are employed in and around recreational facilities.
- Ensuring emergency response employees are trained in spill response.

Individual SWPPPs for all high-priority facilities requiring one also include a copy of the training plan and schedule.

Departments who apply pesticides and herbicides are responsible for keeping current copies of Virginia Department of Agriculture and Consumer Services (VDACS) Pesticide and Herbicide Applicator certifications of all employees or contractors who apply pesticides and herbicides for the County. Copies of the certifications should be made available to Department of Development Services - Environmental upon request.

In addition, all Departments are responsible for completing and submitting to Department of Development Services - Environmental a Training Attendance Form (available from DDS-E) that includes the date of the training session, the trainer, the topics covered and the names of the employees who attend the training.

BMP 6.2 - Measurable Goals

- The County will conduct training as scheduled provided in the Pollution Prevention/Good Housekeeping for Municipal Operations Training Plan.
- The County will track and document training events that occur over the last 3 years.

High-Priority Facilities and SWPPPs (Requirements 6.g - 6.o)

Within 12 months of permit coverage, the County must identify any new high-priority facilities located in expanded 2020 census urban areas with a population of at least 50,000. Within 36 months of permit coverage, the County must also implement SWPPPs for high-priority facilities meeting the conditions of MS4 permit section 6.i and located in expanded 2020 census urban areas with a population of at least 50,000. All items included in MS4 permit section 6.j are required

for each SWPPP. All high-priority facilities that do not have a SWPPP must be reviewed annually and a SWPPP must be developed if needed. A SWPPP must be reviewed no later than 30 days after any unauthorized discharge, release, or spill to determine if additional measures are necessary to prevent future unauthorized discharges, releases, or spills. Requirements listed MS4 permit section 6.m-o must also be met.

BMP 6.3 – Identification of Locations Requiring SWPPPs

The County has identified ten (10) high priority municipal facilities with the high potential to discharge pollutants located within the 2020 UA in its Stormwater Pollution Prevention Plan Implementation Final Report. These facilities and their corresponding addresses are listed in Table 3:

Table 3. High Priority Facilities

Facility Name	Address
Administration Building	1300 Courthouse Road, Stafford, VA 22554
Berea Fire & Rescue Co. 12	20 Sebring Way, Fredericksburg, VA 22406
Garrisonville Fire and Rescue Co. 14	53 Shelton Shop Road, Stafford, VA 22554
John Lee Pratt Memorial Park	120 River Road, Stafford, VA 22405
Potomac Hills VFD Co. 10	3528 Jefferson Davis Highway, Stafford, VA 22554
Public Safety Building	1225 Courthouse Road, Stafford, VA 22554
Smith Lake Park	370 Doc Stone Road, Stafford, VA 22556
St. Clair Brooks Park	80 Butler Road, Stafford, VA 22405
Stafford Fire & Rescue Co. 2	305 Jason Mooney Drive, Stafford, VA 22555
Woodlands Pool	2 Northampton Blvd Stafford, VA 22554

The County has not identified any high priority municipal facilities for which a SWPPP was not developed. Individual SWPPPs were created for each of the listed facilities that include:

- A site description including a site map identifying all outfalls, direction of stormwater flows, existing source controls, and receiving water bodies (when appropriate)
- A photo log of potential pollutant sources
- A record of potential non-stormwater discharge
- Applicable County SOPs to reduce/prevent pollutant discharges
- An employee training schedule
- Procedures and checklists for conducting annual comprehensive site compliance evaluations
- A schedule for site specific source control inspections and maintenance; and individual logs to record additional potential pollutant sources and recommended management practices
- Additional non-stormwater discharges
- Annual evaluation results and SWPPP revisions
- Maintenance conducted
- Spills, releases, and discharges

Individual facility SWPPPs can be found in the MS4 Program Plan Reference Library which can be provided upon request. Hard copies are maintained at each individual facility for ease in individual record keeping and documentation.

BMP 6.3 - Measurable Goal

- The County will implement and maintain SWPPPs for high-priority municipal facilities located within the MS4 Services Area.

Nutrient Management Plans (Requirements 6.p-6.v)

The County must maintain and implement turf and landscape Nutrient Management Plans (NMPs) that have been developed by a certified turf and landscape nutrient management planner in accordance with § 10.1-104.2 of the Code of Virginia on all lands owned or operated by the County where nutrients are applied to a contiguous area greater than one acre. NMPs developed in accordance with MS4 permit section 6.n shall be submitted to the Department of Conservation and Recreation (DCR) for approval.

BMP 6.4 – Nutrient Management Plan Locations

The County has identified and developed NMPs for locations where nutrients are applied on a contiguous area greater than one acre. The locations for which NMPs have been implemented, their acreage, and approval and expiration dates can be found in Table 4:

Table 4. Nutrient Management Plans

NMP	Address	Acreage	Approval Date	Expiration Date
Autumn Ridge Park	900 Eustace Rd, Stafford, VA 22554	1.94	11/22/2023	11/22/2026
Chirchester Park	125 Ralph Williams Dr, Fredericksburg, VA 22405	8.27	11/22/2023	11/22/2026
Curtis Park	18 Fairway Dr, Fredericksburg, VA 22406	8.82	11/22/2023	11/22/2026
Embrey Mill Park	Mine Rd, Stafford, VA 22554	17.25	11/22/2023	11/22/2026
England Run Library	806 Lyons Blvd, Fredericksburg, VA 22406	0.82	11/22/2023	11/22/2026
John Lee Pratt Memorial Park	120 River Rd, Fredericksburg, VA 22405	28.02	11/22/2023	11/22/2026
McDuff Green Park & Duff Farm	75 James Ashby Pkwy, Falmouth, VA 22405	17.25	11/22/2023	11/22/2026
Patawomeck Park	2803-2801, Co Rd 608, Stafford, VA 22554	18.77	11/22/2023	11/22/2026
Rowser Building	1739 Richmond Hwy, Stafford, VA 22554	2.17	11/22/2023	11/22/2026
Smith Lake Park	370 Doc Stone Rd, Stafford, VA 22556	7.59	11/22/2023	11/22/2026
St. Clair Brook Park & River Road Park	80 Butler Rd, Falmouth, VA 22405	17.84	11/22/2023	11/22/2026
Vista Woods Park	177 Choptank Road, Stafford VA 22556	1.59	11/22/2023	11/22/2026
Willowmere Park	21 Willowmere Pond Rd, Stafford, VA 22556	21.00	11/22/2023	11/22/2026

PRCF implements individual NMPs on County facilities, including maintaining all documentation required to demonstrate compliance. Original copies of the current NMPs are housed in the MS4 Program Plan Reference Library which can be accessed upon request. NMP hardcopies are maintained at the PRCF offices for ease in individual NMP record keeping and documentation.

NMPs must be reviewed and updated every three years by a nutrient planner certified by the Virginia Department of Conservation and Recreation.

BMP 6.4 - Measurable Goal

- The County will implement and maintain NMPs on County facilities located within the MS4 Service Area where nutrients are applied to greater than one contiguous acre.

MCM 6 Responsible Department

Per MS4 permit Part 1.C.1.c.(5). the persons, positions, or departments responsible for implementing each BMP or strategy are outlined in Figure 7.

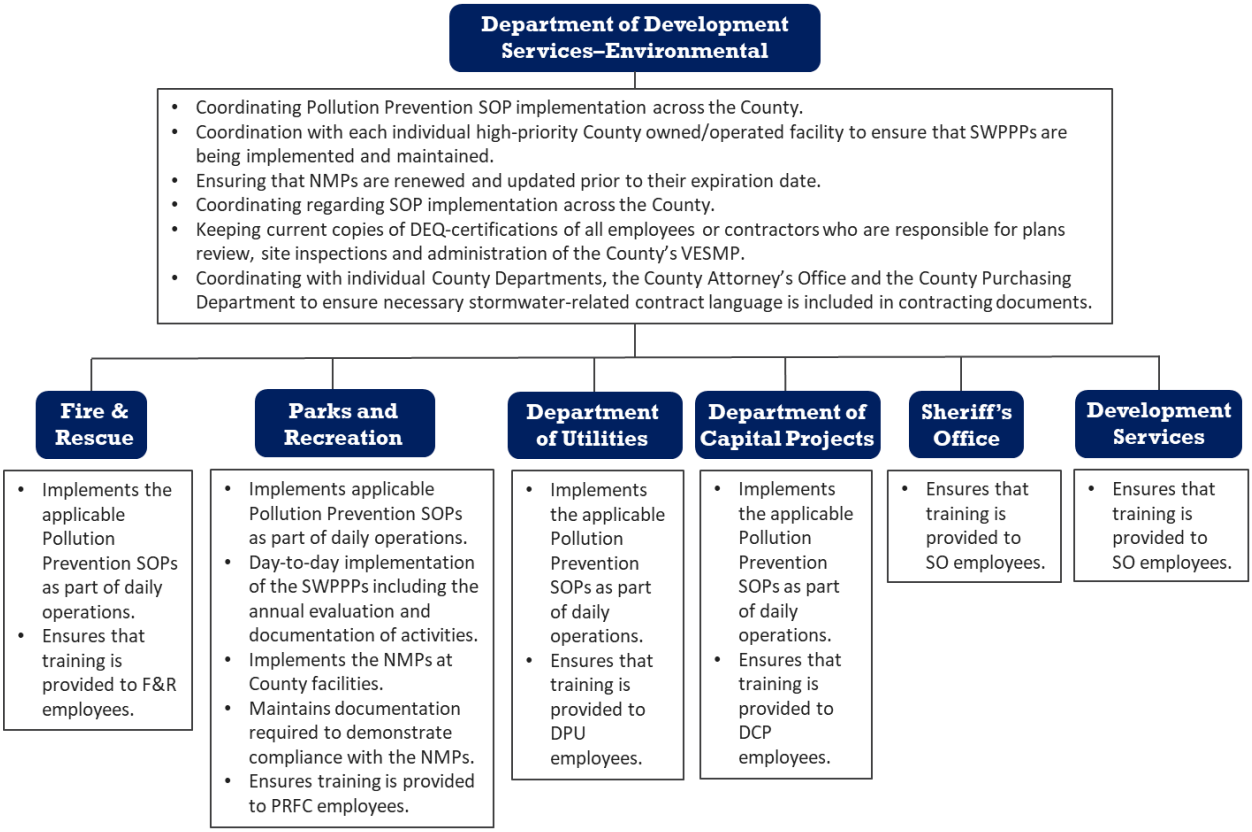


Figure 7. MCM 6 Roles and Responsibilities

Documents Incorporated by Reference

The following documents can be found in the MS4 Program Plan Reference Library and can be provided upon request.

MCM	Document
1	Public Education and Outreach Plan (PEOP)
3	University of Mary Washington Physical Interconnection Notification
3	VDOT Physical Interconnection Notification
3	Stafford County Schools Physical Interconnection Notification
3	Quantico Physical Interconnection Notification
3	Illicit Discharge Detection and Elimination Standard Operating Procedures Manual
3	Stafford MS4 Outfall Table
3	Stafford Outfall Geocoded Layers
4	Stafford County Stormwater Recordkeeping and Reporting Policy and Procedures
4/5	Stafford County VSMP Compliance and Enforcement Policy and Procedures
5	VSMP Approval Letter
5	SWM Facility Inspection & Maintenance Procedures
6	High Priority Facilities SWPPPs
6	Nutrient Management Plans (NMPs)
6	Pollution Prevention Good Housekeeping for Municipal Operations Training Plan
6	Good Housekeeping Pollution Prevention SOPs
	Memoranda of Understanding

Public Input Received

This section will document all public input received regarding this program plan. If a member of the public wishes to comment on this document at any time, you may do so by submitting the comment in writing to the Deputy Environmental Programs Administrator, at stormwater@staffordcountyva.gov

Date Received	Comment	City Response