



DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town
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October 1, 2018

Bryant Thomas
Water Permits & Planning Manager
Virginia Department of Environmental Quality
Northern Regional Office
13901 Crown Court
Woodbridge, Virginia 22193

**RE: Town of Dumfries, VAR040117
2017-2018 MS4 General Permit Annual Report**

Mr. Thomas,

The Town of Dumfries is pleased to submit our 2017-2018 MS4 Annual Report which details the Town's status of compliance with the MS4 Program requirements as enumerated in the General Permit. The Town has worked diligently over the past year to develop and implement our MS4 Program and we expect progress to continue into the next reporting year.

We appreciate the opportunity to maintain an open dialogue with DEQ as development of our MS4 Program continues. We look forward to further discussing our MS4 Program and welcome any recommendations of ways in which we can make improvements.

Please do not hesitate to contact us if you have any questions regarding this document.

Sincerely,

Derrick Wood
Acting Town Manager

cc: Greg Tkac, Director of Public Works

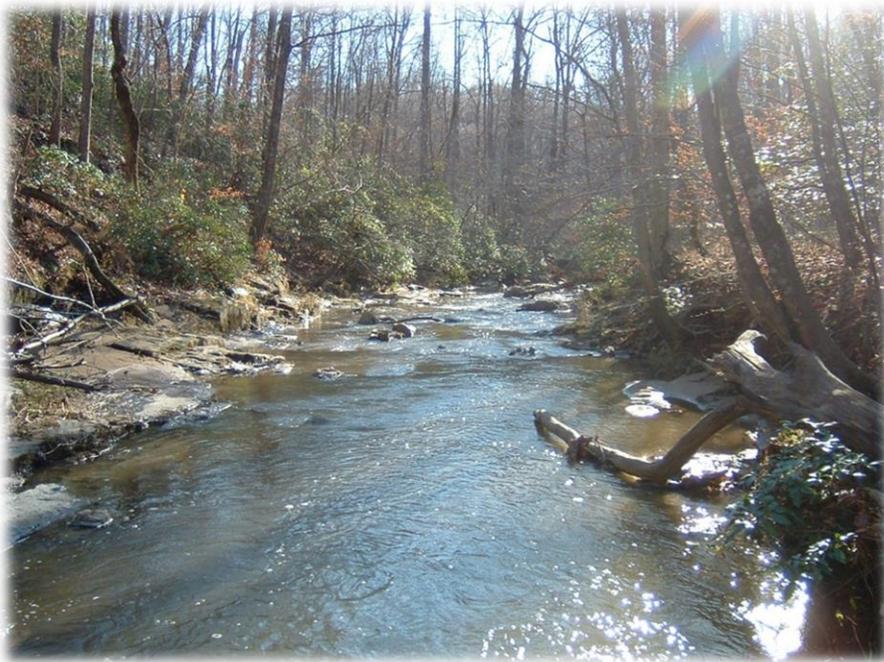


Town of Dumfries, Virginia

MS4 Annual Report

Reporting Period: July 1, 2017 – June 30, 2018

In compliance with the Virginia Stormwater Management Program (VSMP) General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4).



Town of Dumfries

MS4 Annual Report

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Certification Statement

“I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is to the best of my knowledge and belief true, accurate and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations.”

Print Name: Greg Tkac

Title: Director of Public Works

Signature: _____ Date: _____

Print Name: Derrick Wood

Title: Acting Town Manager

Signature: _____ Date: _____

Background Information

Name: Town of Dumfries Municipal Separate Storm Sewer System
Permit Number: VAR040117
Reporting Period: July 1, 2017-June 30, 2018
Modifications of Department Roles and Responsibilities: The Town has removed the MS4 Coordinator position but is still using contract staff to assist with implementing the requirements of the MS4 permit.
New Outfalls and Associated Acreage: There were no new outfalls added to the MS4 system for this reporting year. The Town will continue to update its MS4 map as new outfalls are added, interconnections are clarified, or other modifications become necessary.

The Town of Dumfries comprises approximately 1.54 square miles of urban mixed-use land development located approximately 25 miles south of Washington, D.C. The sole watershed area, Quantico Creek, discharges into the Potomac River. The Town is an operator of a Small Municipal Separate Storm Sewer System (MS4). A *municipal separate storm sewer system* is defined as “a conveyance or system of conveyances otherwise known as municipal separate storm sewer system, including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains:

1. Owned or operated by a federal, state, city, town, county, district, association, or other public body, created by or pursuant to state law, having jurisdiction or delegated authority for erosion and sediment control and stormwater management, or a designated and approved management agency under §208 of the CWA that discharges to surface waters;
2. Designed or used for collecting or conveying stormwater;
3. That is not a combined sewer; and
4. That is not a part of a publicly owned treatment works.”

The US Census in 2010 determined the Town’s population to be 4,961 and that the Town is within an Urbanized Area and thus is subject to the General Virginia Pollutant Discharge Elimination System (VPDES) Permit for Discharges from Small Municipal Storm Sewer Systems (General Permit).

In accordance with the requirements of General Permit (9VAC25-890-40 et seq.), this annual report was prepared by the Town of Dumfries for the reporting period of July 1, 2017- June 30, 2018. The Town’s most recent five-year General Permit (VAR040117) became effective on July 1, 2013 and will expire on June 30, 2018.

MS4 permit also requires the Town to develop a Municipal Separate Storm Sewer System (MS4) Program Plan. The Town annually updates the MS4 Program Plan in accordance with Table 1 of the General Permit. The updated MS4 Program Plan will be available on the Town’s stormwater webpage within 30 days of submittal of this report: <http://www.dumfriesva.gov/governmentpublic-works/municipal-separate-storm-sewer-system-ms4/>

Watersheds

The Town of Dumfries is highly urbanized and is encompassed by a sole watershed area, Quantico Creek, which discharges into the Potomac River. Quantico Creek is listed for several impairments as detailed in the table below. If appropriate measures are not taken to protect and prevent further degradation to Quantico Creek, water quality will decline beyond existing conditions.

Subwatershed Name	Hydrologic Unit Code (HUC)	Approximate Length within Town (miles)	Approximate Drainage Area (acres)	Impairments	Assigned WLA ¹ ?
Quantico Creek	020700110104	1.45	4,877	<ul style="list-style-type: none"> • PCB in fish Tissue • Estuarine Bioassessments • Sediment • Bacteria 	<ul style="list-style-type: none"> • Bacteria

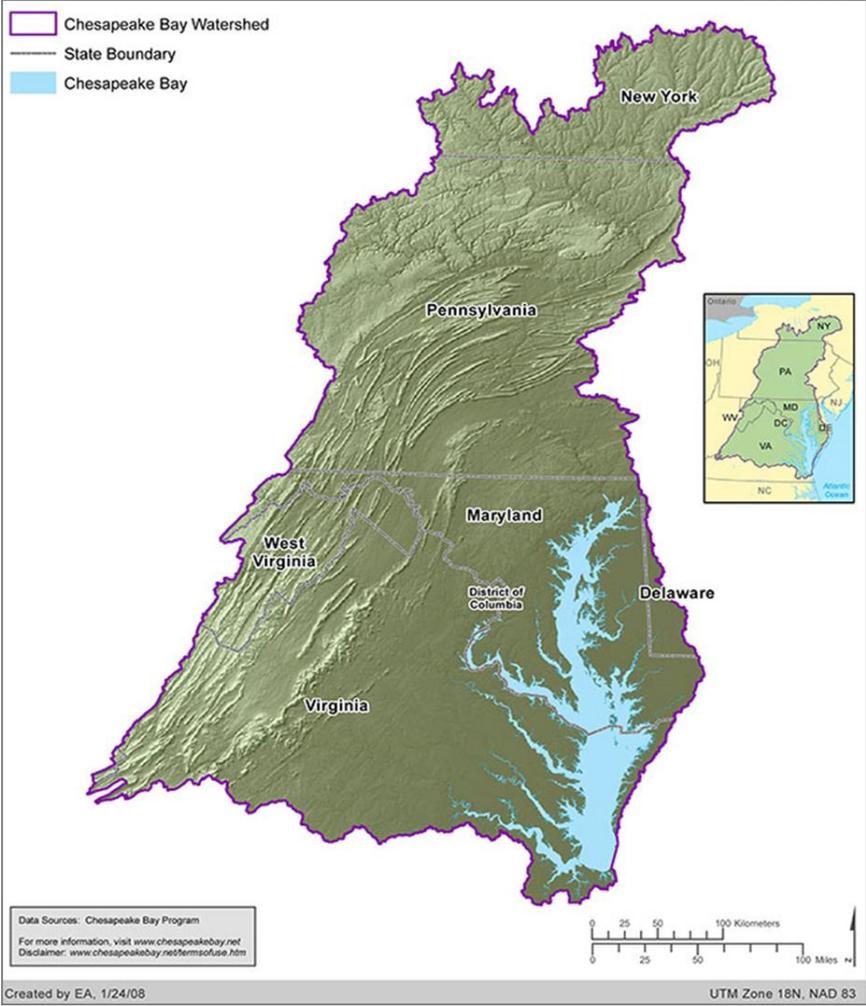


Quantico Creek Watershed, Prince William County, VA

The Town of Dumfries also drains into the Chesapeake Bay Watershed. With a watershed encompassing 64,000 square miles, the Chesapeake Bay is North America's largest estuary. Through its tributaries, over 100,000 streams, creeks, and rivers from six states – Virginia, Maryland, Delaware, Pennsylvania, West Virginia, and New York – drain into the Chesapeake Bay. The water quality of the Bay has been significantly

¹ Wasteload Allocation (WLA)

degraded by land use activities in the watershed. As part of the efforts to protect and restore the Chesapeake Bay, the MS4 Permit requires the Town of Dumfries to address impairments for phosphorus, nitrogen, and sediment in accordance with the Special Conditions for the Chesapeake Bay TMDL.



Chesapeake Bay Watershed Map

Organizational Structure

The Town of Dumfries Public Works Department coordinates the Town's municipal separate storm sewer system (MS4) program. The Public Works Director is responsible for developing and updating the MS4 Program Plan and submitting Annual Reports. The Town Manager is responsible for providing the appropriate certification for submittals. The Department of Community Development, Police Department, and other relevant town staff are major contributors to the Town's MS4 Program although it is recognized that this is a Town-wide and community-wide program.

Contact Information

Principal Executive Officer

Title: Acting Town Manager
Name: Derrick Wood
Address: 17755 Main St. Dumfries, VA 22026
Phone: (703)-221-3400
Email: hondwood@dumfriesva.gov

Commented [SC1]: Email needed

Duly Authorized Representatives

Title: Public Works Director
Name: Greg Tkac
Address: 17755 Main St. Dumfries, VA 22026
Phone: (703)-221-3400
Email: gkac@dumfriesva.gov

MS4 Annual Report 2017-2018

The MS4 Annual Report details the Town of Dumfries' stormwater management program and efforts taken to manage the quality of stormwater discharges from the MS4. The MS4 Annual Report is categorized into the following six minimum control measures (MCMs) and special conditions for TMDLs:

1. Public education and outreach on stormwater impacts
2. Public involvement and participation
3. Illicit discharge detection and elimination
4. Construction site stormwater runoff control
5. Post-construction runoff control for development and redevelopment
6. Good housekeeping and pollution prevention for municipal operations
7. Virginia TMDL Special Conditions
8. Chesapeake Bay TMDL Special Conditions

This MS4 Annual Report provides summaries for each of the established best management practices (BMPs) to address the six MCMs. The Annual report also provides an analysis of the effectiveness and progress towards meeting the identified measurable goals. Evaluation of BMPs during the development of the 2017-2018 MS4 Annual Report will be considered during the annual review of the MS4 Program Plan. The Town will maintain the MS4 Program Plan and Annual Reports from the five year permit cycle on file in the Public Works Department and on the Town's MS4 webpage: <http://www.dumfriesva.gov/governmentpublic-works-municipal-separate-storm-sewer-system-ms4/>.

Status of Compliance

Minimum Control Measure #1: Education & Outreach on Stormwater Impacts

BMP 1.1 Develop and Implement Stormwater Public Education and Outreach Program

1.1.1 Description: The Town shall continue to implement an education and outreach program in accordance with the conditions of this permit.

1.1.2 Summary: The Town's comprehensive Public Education and Outreach Program (PEOP) was developed in September 2015. The program strives to more effectively reach target audiences including children, minorities, and Limited English Proficiency (LEP) individuals and families. With the development of a PEOP for the Town's stormwater program, the Town can rely less upon Clean Water Partners to meet the requirements of MCM 1. The Town's PEOP focuses upon the following high-priority water quality issues: bacteria from pet waste, illicit discharges from automobile shops (wastewater, chemicals, oil/fuel), illicit discharges from car washes (wastewater, solvents, chemicals), and illicit discharges from restaurants (oils, grease, chemicals).

BMP 1.2: List of Education and Outreach Activities Conducted During Reporting Period

1.2.1 Description: The Town shall continue to document the annual activities for the reporting period.

1.2.2 Annual Reporting Requirements: The following education and outreach activities occurred during Year 5:

- Pet Owners: The Town estimates that there are approximately 575 registered dog owners within the MS4 permit area. During this reporting year, the Town passed out over 1,627 brochures to reach its target audience:
 - National Night Out (August 2017)
 - Fall Festival (October 2017)
 - Quantico Creek Cleanup (April 2018)
 - Charter Day (May 2018)
- Restaurants: The Town estimates that there are 15 restaurants within the MS4 Permit area. During this reporting year, 33% of the target audience was reached. A cover letter providing information about the Town's stormwater management program and the brochure "How does your restaurant impact water quality?" was mailed to five (5) restaurants. Each restaurant received a copy of the brochure in English and Spanish.
- Automotive Shops: The Town estimates that there are 24 auto repair shops within the MS4 permit area. During this reporting year, 38% of the target audience was reached. A cover letter providing information about the Town's stormwater management program and the brochure "How does your auto repair shop impact water quality?" was mailed to nine (9) auto shops. Each auto shops received a copy of the brochure in both English and Spanish.
- Car Washes: The Town estimates that there are 2 car washes within the MS4 permit area. During this reporting year, 50% of the target audience was reached. A cover letter providing information about the Town's stormwater management program and the brochure "How does your car wash impact water quality?" was mailed to one (1) car wash. Each car wash received a copy of the brochure in both English and Spanish.

BMP 1.3: List of Education and Outreach Activities to Be Conducted During Next Reporting Period

1.3.1 Description: The Town will continue to announce and list the education and outreach activities planned for the next reporting period.

1.3.2 Annual Reporting Requirements:

Planned activities for 2018-19 include: educational materials targeting automobile repair shops, commercial automobile washes, restaurants (proper fats, oil, and grease disposal), and pet waste. Town staff and volunteers will continue to distribute educational materials at Town events such as the Fall Festival. The Town intends to also continue to utilize the Town Charter Newsletter and will increase its use of the stormwater webpage and Town Facebook page to reach citizens.

Minimum Control Measure 1 Evaluation

Appropriateness of the identified BMPs

The Public Education and Outreach Program (PEOP) comprehensively addresses all of the General Permit requirements and targets four primary areas: automobile repair shops, commercial automobile washes, restaurants, and pet waste.

Effectiveness of BMPs in addressing discharges into impaired waterways

The Town's PEOP program was developed to achieve the best results in a relatively short period of time. The number of facilities targeted are significant, but limited, which enabled contact and activities to be accurately tracked and monitored.

Progress towards achieving the identified measurable goals

The development of a Public Education and Outreach Program (PEOP) has greatly enhanced the Town's public outreach initiatives. The PEOP helps to identify high-priority water quality issues to focus outreach efforts upon, associated targeted audiences, and methods for implementation. Through implementation of the program this reporting year, the Town has been able to reach at least 20% of each target audience in accordance with permit conditions.

Modifications to any operators, departments, roles and responsibilities

The Town has removed the MS4 Coordinator position but is still using contract staff to assist with implementing the requirements of the MS4 permit.

Steps to be taken to address deficiencies

No deficiencies have been identified at this time.

Plans for the next reporting cycle

The public education and outreach activities conducted during the 2018-2019 reporting year will continue at a higher level of intensity as the Town strives to strengthen the effectiveness of its Public Education and Outreach Program. The Town will also look for other opportunities to expand outreach efforts.

Minimum Control Measure #2: Public Involvement/Participation

BMP 2.1: Maintaining Updated MS4 Program Plan and Annual Reports

2.1.1 Description: The Town of Dumfries will review and, as needed, will update the MS4 Program Plan in conjunction with the Annual Report at a minimum of once a year. The Town shall post copies of the MS4 Program Plan on its website within 30 days of submittal of the Annual Report. The Town shall solicit public comments of the MS4 Program Plan prior to applying for coverage and address how comments were received on the MS4 Program Plan as part of the reapplication package.

2.1.2 Summary: The MS4 Program Plan was reviewed in September 2016. The MS4 Program Plan was updated to include the items detailed in Table 1 of the MS4 permit. The updated plan has been posted to the Town's website at: <http://www.dumfriesva.gov/governmentpublic-works-municipal-separate-storm-sewer-system-ms4/>. The Town will continue to annually review the MS4 Program Plan and as needed make modifications. If any revisions become necessary, the Town will post an updated MS4 Program Plan on the Town's MS4 webpage.

BMP 2.2: Public Participation Events

2.2.1 Description: The Town of Dumfries will participate in at least four local activities annually. Participation can be through promotion, sponsorship, or other involvement. Information for these activities will be advertised, tracked, and stored in the Town's archives and online.

2.2.2 Annual Reporting Requirements:

The Town of Dumfries participated in four Public Participation events:

- National Night Out (August 2017)
- Fall Festival (October 2017)
- Quantico Creek Cleanup (April 2018)
- Charter Day (May 2018)

In total 1,627 brochures were passed out during this time frame.

Minimum Control Measure 2 Evaluation

Appropriateness of the identified BMPs

The identified BMPs for MCM 2 address the public participation requirements of the MS4 permit and are therefore deemed appropriate.

Effectiveness of BMPs in addressing discharges into impaired waterways

Each participation event encourages citizen action with pollution prevention and water quality improvement and is therefore effective in addressing discharges into impaired waterways

Progress towards achieving the identified measurable goals

The measurable goals set forth in the MS4 permit requirements have been achieved for this minimum control measure.

Modifications to any operators, departments, roles and responsibilities

The Berkley Group will continue to work with Town departments and staff in the implementation of the Dumfries MS4 Program.

Steps to be taken to address deficiencies

No deficiencies have been identified at this time.

Plans for the next reporting cycle

The Town will continue its Quantico Creek Cleanup Day in association with the Alice Ferguson Foundation's Potomac River Watershed Cleanup Day. The Town will look for opportunities to coordinate events with surrounding MS4s and other opportunities to engage the public in water quality improvement initiatives.

Minimum Control Measure #3: Illicit Discharge Detection & Elimination

BMP 3.1: Storm Drain System, Outfalls, and Information Map

3.1.1 Description: The Town of Dumfries will maintain an updated map of the Town's MS4 system.

3.1.2 Summary: The Town maintains a storm sewer map that identifies MS4 outfalls. All outfalls are uniquely identified on the map in accordance with a study performed by Draper Aden in Fall 2015. The storm sewer map is updated when necessary. Additional data available upon request.

BMP 3.2: Maintenance of BMP Tracking System

3.2.1 Description: The Town of Dumfries will maintain a BMP tracking system.

3.2.2 Summary: The Town continues to maintain its BMP Tracking System in accordance with permit requirements. As new facilities are brought online, they are added into the database. No new facilities were brought online during this reporting year.

BMP 3.3: Bacteria Sampling and Testing

3.3.1 Description: The Town of Dumfries will maintain records of bacteria sampling conducted by Jim White, a citizen volunteer monitor with the Prince William Soil and Water Conservation District.

3.3.2 Summary: The Prince William Soil and Water Conservation District

BMP 3.4: Notification of Regulated Downstream MS4

3.4.1 Description: The Town of Dumfries will notify in writing, any downstream regulated MS4 to which the small regulated MS4 is physically interconnected.

3.4.2 Annual Reporting Requirements: During the 2015-2016 reporting year, the Town issued written notifications of interconnections to the following MS4s:

- Virginia Department of Transportation
- Prince William County Public Schools
- Prince William County

No notifications of interconnections to MS4s needed to be sent for this year and none were received.

BMP 3.5: Illicit Discharges & Connections Ordinance

3.5.1 Description: The Town of Dumfries will effectively prohibit non-stormwater discharges into the storm sewer system by adopting an Illicit Discharges and Connection ordinance.

3.5.2 Annual Reporting Requirements: During the third year of the MS4 permit, the Town developed an illicit discharge and connections ordinance which was adopted by Town Council on February 2, 2016. The ordinance will be amended where necessary. Additional data available upon request.

BMP 3.6: Written Procedures to Detect & Eliminate Illicit Discharges

3.6.1 Description: The Town of Dumfries shall implement and update written procedures to detect, identify, and address unauthorized non-stormwater discharges to the MS4.

3.6.2 Summary: During the 2017-2018 reporting year, there were no updates to the Town's written procedures to detect and eliminate illicit discharges.

3.6.3 Annual Reporting Requirements: During the 2017-2018 reporting year, 63 outfalls were visually inspected by Town staff in accordance with permit requirements. 6 number of outfalls presented indicators of possible illicit discharge(s). These discharges were inspected and repaired as needed. An inspection was performed on August 15th for outfall Q-10 which is located at Quantico Creek at Mine Road Cameron Street intersection. A follow-up inspection was performed on September 5. This outfall will continued to be monitored to ensure compliance.

Commented [SC2]: Fill in information as needed.

For potential illicit discharge inspections date, number, location, and follow-up date are needed for each incident of potential illicit discharge to fulfil 3.6.3 requirements.

BMP 3.7 Promotion and Facilitation of Public Reporting of Illicit Discharges

3.7.1 Description: The Town of Dumfries shall operate and promote an online pollution reporting form for citizens to report illicit discharges. Citizens may also call the Town of Dumfries for reporting.

3.7.2 Summary: Information regarding how citizens can report pollution can be found on the Town's MS4 webpage. Additionally, the Town has incorporated information about reporting potential illicit discharges into a brochure entitled, "You can help save the Chesapeake Bay!" That brochure is available at Town Hall, the Community Center, and at Town events.

Minimum Control Measure 3 Evaluation

Appropriateness of the identified BMPs

The identified BMPs meet the goals of the MS4 permit requirements and are thus deemed appropriate.

Effectiveness of BMPs in addressing discharges into impaired waterways

An IDDE program which includes annual outfall screening and promotion of public reporting of illicit discharges helps to minimize discharges into impaired waterways.

Progress towards achieving the identified measurable goals

The Town continues to implement its Illicit Discharge Detection and Elimination (IDDE) Program. The adoption of the Town's IDDE ordinance helps the enforcement component of the program. The measurable goals set forth in the MS4 permit requirements have been achieved for this minimum control measure.

Modifications to any operators, departments, roles and responsibilities

The Town has removed the MS4 Coordinator position but is still using contract staff to assist with implementing the requirements of the MS4 permit.

Steps to be taken to address deficiencies

The Town's IDDE ordinance strengthens this component of the MS4 Program and the Town will continue to enforce the program as necessary. The Town will continue to document potential illicit discharges and strive to perform follow-up inspections in a timely manner.

Plans for the next reporting cycle

The Town will continue to promote the IDDE program in the next reporting cycle. The Town intends to continue employee training focused upon identifying and reporting illicit discharges and will look for opportunities to increase awareness and involve the public in this component of the MS4 Program.

Minimum Control Measure #4: Construction Site Stormwater Runoff Control

BMP 4.1: Ordinance and other legal authorities to require Erosion & Sediment Controls

4.1.1 Description: The Town of Dumfries will implement its ordinance and legal authorities to require erosion and sediment controls on construction sites that disturb 10,000 square feet or greater, or land-disturbing activities in jurisdictions in Tidewater Virginia, as defined in §62.1-44.15:68 of the Code of Virginia, that disturb 2,500 square feet or greater and are located in areas designated as Resource Protection Areas (RPA), Resource Management Areas (RMA) or Intensely Developed Areas (IDA), pursuant to the Chesapeake Bay Preservation Area Designation and Management Regulations adopted pursuant to the Chesapeake Bay Preservation Act. Legal authorities include:

- Chapter 26, Article IV of the Town Code describes the Erosion and Sediment Control Ordinance.
- Town's Subdivision (Chapter 54) and Zoning Ordinances (Chapter 70)
- References from above ordinances and documents to the "Virginia Erosion and Sediment Control Regulations" and the Virginia Erosion and Sediment Control Handbook

Additional information about the Town's erosion and sediment control program can be found at: www.dumfriesva.gov (Note: The Town of Dumfries utilizes an agreement in lieu of a plan for the construction of single-family residences as provided in Code of Virginia §62.1-44.15:55.)

4.1.2 Summary: The Town's Erosion and Sediment Control ordinance was last amended in October 2016 to incorporate modifications that had occurred at the state level. The Town's ordinance is in compliance with Va. Code §62.1-44.15:51 et seq. Additional data available upon request.

BMP 4.2: Inspections and Tracking of Land Disturbance Activities

4.2.1 Description: Town inspectors will inspect land-disturbing activities for compliance with an approved erosion and sediment control plan or agreement in lieu of a plan in accordance with minimum standards. Inspections shall take place (a) upon installation of erosion and sediment controls; (b) at least once during every two-week period; (c) within 48 hours of any runoff producing storm event; and (d) upon completion of the project and prior to the release of any applicable bonds.

The Town shall also:

- Utilize legal authority to require compliance with an approved plan when an inspection finds that the approved plan is not being properly implemented.
- Utilize, as appropriate, legal authority to require changes to an approved plan when an inspection finds that the approved plan is inadequate to effectively control soil erosion, sediment deposition, and runoff to prevent the unreasonable degradation of properties, stream channels, waters, and other natural resources.

The Town shall ensure that inspections are conducted by personnel who hold a certificate of competence in accordance with 9VAC25-850-40.

4.2.2 Annual Reporting Requirements:

- Total number of regulated land-disturbing activities: 0
- Total number of acres disturbed: 0
- Total number of inspections conducted: 0
- Summary of enforcement actions taken, including the total number and type of enforcement actions taken during the reporting period: None

There were no active construction sites within the Town over the 2017 to 2018 reporting year.

BMP 4.3: Require VSMP Permit for Land Disturbing Activities

4.3.1 Description: The Town of Dumfries requires all land disturbing activities encompassing areas over 2,500 square feet to secure a VSMP storm water permit, through the Town's MS4 Permit Program, for the activity.

4.3.2 Summary: The Town of Dumfries continues to require VSMP permits for land-disturbing activities in accordance with its Stormwater Management Ordinance (Town Code Chapter 26, Article V) and its MS4 Program.

BMP 4.4: Promote to the Public a Mechanism for Receipt of Complaints Regarding Regulated Land Disturbing Activities

4.4.1 Description: The Town of Dumfries promotes reporting of construction site issues through contact with the public at public education and outreach events as described in MCM 1 and 2, and also

promotes reporting through its website at <http://www.dumfriesva.gov/governmentpublic-works-municipal-separate-storm-sewer-system-ms4/>. Calls are received by the Department of Public Works and Planning & Zoning.

4.4.2 Summary: During the 2017-2018 reporting year, the Town received multiple calls however they were all for sites located outside of Town limits.

Minimum Control Measure 4 Evaluation
<p>Appropriateness of the identified BMPs</p> <p>The identified BMPs are appropriate and effective, but land disturbing activities in the Town were very limited during this reporting period.</p>
<p>Effectiveness of BMPs in addressing discharges into impaired waterways</p> <p>The Town is working with Total Construction Solutions (TCS) to ensure all inspections of land-disturbing activities are occurring in accordance with permit requirements.</p>
<p>Progress towards achieving the identified measurable goals</p> <p>The Town will track and document the permits and inspections in its existing system.</p>
<p>Modifications to any operators, departments, roles and responsibilities</p> <p>The Town has removed the MS4 Coordinator position but is still using contract staff to assist with implementing the requirements of the MS4 permit.</p>
<p>Steps to be taken to address deficiencies</p> <p>The Town will continue to utilize TCS to ensure inspections at land-disturbing activities occur in accordance with permit requirements.</p>
<p>Plans for the next reporting cycle</p> <p>The Town will continue to promote the use of its website to receive complaints and encourage phone calls.</p>

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

BMP 5.1: Ordinance and other legal authorities to address Post-Construction Runoff
<p>5.1.1 Description: The Town of Dumfries will implement its ordinance to address post-construction runoff from new development and redevelopment projects to ensure compliance with the Virginia Stormwater Management Act and attendant regulations. Legal authorities include:</p> <ul style="list-style-type: none"> • Chapter 26, Article V of the Town Code described the Stormwater Management Ordinance <p>Additional information about the Town’s stormwater management program can be found at: http://www.dumfriesva.gov/governmentpublic-works-municipal-separate-storm-sewer-system-ms4/.</p>
<p>5.1.2 Summary:</p> <p>The Town’s Code of Ordinances Environment chapter addresses erosion and sediment control and stormwater runoff. These legal authorities are directly supported by the Code of Virginia. Other local tools also help enforce these regulations in terms of the site plan review process and enforcement of the standards set forth in Prince William County’s Design and Construction Standards Manual (DCSM), which has been adopted by the Town.</p>
<p>5.1.3 Annual Reporting Requirements: The Town continues to utilize its Stormwater Management Ordinance and other legal authorities to address Post-Construction Runoff. During the reporting period, zero exceptions were granted by the Town.</p>

BMP 5.2: Require long-term operation and maintenance of stormwater management facilities not owned by the Town

5.2.1 Description: The Town shall require adequate long-term operation and maintenance of private stormwater management facilities by requiring the owner to develop a recorded inspection schedule and maintenance agreement.

The Town provides developers with a template maintenance agreement in the Design and Construction Standards Manual (Section 720.15). The maintenance agreement requires that the owner submit to the Town an annual inspection report, along with one certified by a professional engineer every 3 years, to assure safe and proper functioning of the facilities.

If maintenance is neglected by the owner, the maintenance agreement allows the Town, after proper notice is provided, to enter upon the property and take whatever steps necessary to correct deficiencies and charge the costs of such repairs to the owner.

5.2.2 Summary: The Town is working to ensure that all future stormwater management facilities not owned by the Town have recorded maintenance agreements. No enforcement actions were taken during this reporting year.

BMP 5.3: Require long-term operation and maintenance of stormwater management facilities owned by the Town

5.3.1 Description: The Town shall require adequate long-term operation and maintenance of stormwater management facilities owned by the Town. Town inspectors inspect stormwater management facilities annually, generally in the Fall, and inform Town departments responsible for the stormwater management facilities of any deficiencies found.

Town departments are responsible for maintaining stormwater management facilities on properties they manage unless an alternative agreement has been established.

5.3.2 Summary: Town staff continue to use the "Stormwater Post-Construction Inspection Manual" for guidance in annual inspection and maintenance procedures. Additional data available upon request.

BMP 5.4: Track Stormwater Management Facilities

5.4.1 Description: The Town shall maintain an updated electronic database of all known operator-owned and privately-owned stormwater management facilities that discharge into the MS4. The database shall include:

- a) The stormwater management facility type;
- b) A general description of the facility's location, including the address or latitude and longitude;
- c) The acres treated by the facility, including total acres, as well as the breakdown of pervious and impervious acres;
- d) The date the facility was brought online (MM/YYYY). If the date is not known, the Town shall use June 30, 2005, as the date brought online for all previously existing stormwater management facilities;
- e) The sixth order hydrologic unit code (HUC) in which the stormwater management facility is located;

<p>f) The name of any impaired water segments within each HUC listed in the 2010 §305(b)/303(d) Water Quality Assessment Integrated Report to which the stormwater management facility discharges;</p> <p>g) Whether the stormwater management facility is operator-owned or privately owned;</p> <p>h) Whether a maintenance agreement exists if the stormwater management facility is privately owned;</p> <p>i) The date of the operator’s most recent inspection of the facility.</p>
<p>5.4.2 Annual Reporting Requirements: During the 2017-2018 reporting year, all Town-owned facilities were inspected. The facility Within Hampstead Landing Subdivision on Summer Duck Drive was accepted in the system and is currently being maintained by the Town.</p>

Commented [SC3]: Need to fill in information about this reporting year.
Need number of facilities inspected.

<p>Minimum Control Measure 5 Evaluation</p> <p>Appropriateness of the identified BMPs The identified programmatic BMPs are an effective means of managing post-construction runoff and are therefore deemed appropriate.</p> <p>Effectiveness of BMPs in addressing discharges into impaired waterways The Town performs routine maintenance and regular inspections of publicly maintained stormwater facilities. These permit-required BMPs are effective in addressing discharges into impaired waterways.</p> <p>Progress towards achieving the identified measurable goals The Town continues to utilize its BMP database to track stormwater facilities. Where possible, the Town strives to address any data gaps.</p> <p>Modifications to any operators, departments, roles and responsibilities The Town has removed the MS4 Coordinator position but is still using contract staff to assist with implementing the requirements of the MS4 permit.</p> <p>Steps to be taken to address deficiencies The Town is working to develop a maintenance plan to address noted deficiencies in the Town-owned stormwater management facilities.</p> <p>Plans for the next reporting cycle The Town of Dumfries continues to implement its post-construction stormwater management facility operations and maintenance (O&M) program.</p>

Minimum Control Measure #6: Pollution Prevention & Good Housekeeping

<p>BMP 6.1: Develop Operational Procedures to Minimize or Prevent Non-stormwater Discharges</p> <p>6.1.1 Description: The Town of Dumfries shall develop and implement written procedures for daily operations designed to minimize or prevent discharges. Procedures shall be written for: daily street and parking lot maintenance, equipment maintenance, and pesticide, herbicide, and fertilizer application, storage, and transport of materials.</p> <p>6.1.2 Annual Reporting Requirements: The Town of Dumfries has developed written procedures for daily operations designed to minimize or prevent discharges. Procedures have been developed for: daily street and parking lot maintenance, equipment maintenance, spill response, and pesticide, herbicide, and fertilizer application, storage and transport of materials. These procedures are found in the Town’s Stormwater Management Standard Operating Procedures Handbook which will continue to be updated as modifications become necessary.</p>

Implementation. As part of the required employee training, staff discussed the developed written procedures for daily operations designed to minimize or prevent discharges:

- Street and parking lot maintenance – Staff ensure litter is picked up throughout the Town. Additionally, staff sweep a minimum of 21.67 lane-miles of street annually depending on the weather. Staff have also been trained to recognize and report any illicit discharges observed during daily operations.
- Equipment maintenance – Maintenance of vehicles is not performed at the Town Shop. The Town staff usually takes the lawnmowers to John Deere to have the oil changed but occasionally Town staff does change the oil at the shop. During employee training events, staff was reminded of pollution prevention measures to take when doing such maintenance to ensure discharges are minimized or prevented.
- Herbicide, pesticide and fertilizer use - The Town has a policy that no pesticides or herbicides are applied by Town employees until employees obtain the appropriate certifications in accordance with the Virginia Pesticide Control Act. This policy was reiterated to staff to ensure that no Town employees apply fertilizers.
- Spill response – Spill kits have been placed in the Public Works Shop along with a designated container for used absorbent. Proper spill response procedures is included during staff training events.

BMP 6.2: Identify All Municipal High-Priority Facilities and Municipal High-Priority Facilities with a High Potential for Pollutant Discharges

6.2.1 Description: The Town of Dumfries identified all high-priority facilities. The Town shall continue to update this list as new facilities are created, or as existing facilities are modified or updated.

6.2.2 Summary: The Town has identified the following municipal high-priority facilities with a high-potential for pollutant discharges:

- Public Works Facility, 3460 Canal Road

BMP 6.3: Develop and Implement Specific Stormwater Pollution Prevention Plans (SWPPPs) for High Priority Facilities with a High Potential for Discharging Pollutants

6.3.1 Description: The Town of Dumfries shall develop and implement site-specific Stormwater Pollution Prevention Plans for identified high priority facilities with a high potential for discharging pollutants. Any facilities covered under a separate VPDES permit shall be excluded from this requirement. Each SWPPP shall be evaluated and updated as necessary to reflect any discharge, release or spill from the facility. A copy of each SWPPP shall be kept and updated and utilized as part of staff training.

6.3.2 Annual Reporting Requirements: The Town evaluated its high priority facilities and determined that the Public Works Shop is the only high priority facility with a high potential for pollutant discharges. The Town has developed a SWPPP for the Town Public Works Shop. This plan was included in the 2017 update of the MS4 Program Plan in accordance with Table 1 of the MS4 Permit. Additional data available upon request.

BMP 6.4: Implement Turf and Landscape Nutrient Management Plans

6.4.1 Description: The Town of Dumfries shall implement turf and landscape nutrient management plans developed by a certified nutrient management planner on all lands owned or operated by the Town where nutrients are applied to a contiguous area greater than one acre.

6.4.2 Annual Reporting Requirements:

The Town has three properties that qualified for Nutrient Management Plans: Merchant Park, Garrison Park, and Ginn Memorial Park. The Town has a policy that no nutrients, herbicides or pesticides be administered by Town staff. The Town did not administer nutrients, herbicides, or pesticides to either site during the reporting period. Nutrient Management Plans have been developed for Merchant Park, Garrison Park, and Ginn Memorial Park should the Town decide to apply nutrients in the future. Additional data available upon request.

BMP 6.5: Implement Employee Training on Written Procedures to Minimize or Prevent Discharges

6.5.1 Description: The Town of Dumfries shall conduct stormwater training for municipal employees. Training shall be designed specifically for different departments/duties and how it relates to stormwater management. The Town shall document training activities, employees in attendance, and other applicable information.

6.5.2 Annual Reporting Requirements: During the 2017-2018 reporting year, the Town continued its stormwater training program in accordance with the conditions of the MS4 permit. The Town must provide biennial training (every two years) to staff about recognizing and reporting illicit discharges and pollution prevention/good housekeeping practices during municipal operations and road/street maintenance. See the table below for a summary of training events that occurred during his reporting year.

2017-2018 Stormwater Training Events			
Training Type	Training Date	Number of Employees in Attendance	Training Objective
IDDE/Good housekeeping and pollution prevention	6/11/18	5	MS4 program overview; recognizing and reporting potential illicit discharges; pollution prevention/good housekeeping for municipal facilities/road & street maintenance

BMP 6.6: Require Municipal Contractors Use Appropriate Control Measures and Procedures for Stormwater Discharges to the MS4 System

6.6.1 Description: The Town of Dumfries shall require that municipal contractors use appropriate control measures and procedures for stormwater discharges to the MS4 system.

6.6.2 Summary: All contracts include language that they are to be governed by the laws of the Commonwealth of Virginia and thus are deemed to be appropriate in upholding the Virginia Stormwater Management Act.

BMP 6.7: Street Sweeping

6.7.1 Description: The Town of Dumfries maintains a schedule to sweep every street a minimum of once a year.

6.7.2 Annual Reporting Requirements: The Town swept all 21.67 lane-miles (total number of Town lane miles) of street at least once during this reporting period.

BMP 6.8: Litter Pickup

6.8.1 Description: The Town of Dumfries has a dedicated part-time position for litter pickup. The position is able to remove litter from the public rights-of-way and other public properties at least three days per week.

6.8.2 Annual Reporting Requirements: The maintenance crew provides litter pickup throughout the Town on a weekly basis, weather permitting. A part-time position was added in the 2014-2015 to have someone pick up litter several days each week. That position continued throughout this reporting year. The Town has received numerous positive comments about the employee's effectiveness from citizens, elected officials, and other staff members.

BMP 6.9: Snow and Ice Removal

6.9.1 Description: The Town of Dumfries shall require that any staff or contractors use appropriate control measures and procedures for stormwater discharges to the MS4 system.

6.9.2 Annual Reporting Requirements: As part of the required stormwater training for municipal employees, the maintenance crews are instructed in proper snow removal and ice control application to provide environmentally conscientious winter road maintenance.

Minimum Control Measure 6 Evaluation

Appropriateness of the identified BMPs

The identified BMPs are in accordance with MS4 permit requirements and thus deemed appropriate.

Effectiveness of BMPs in addressing discharges into impaired waterways

The identified BMPs are designed with the goal of reducing pollution to waterways to the maximum extent practicable.

Progress towards achieving the identified measurable goals

The measurable goals set forth by the MS4 permit requirements are on track to be completed.

Modifications to any operators, departments, roles and responsibilities

The Town has removed the MS4 Coordinator position but is still using contract staff to assist with implementing the requirements of the MS4 permit. During this reporting year, the Town has decided to switch to using a contractor to sweep Town streets. The Town will ensure that all 21.67 lane miles are swept a minimum of once per year.

Steps to be taken to address deficiencies

The Town will continue to evaluate its programs to determine if any modifications are necessary to address deficiencies. No changes are deemed necessary at this time.

Plans for the next reporting cycle

The Town will continue implementing the developed programs to address the requirements of MCM 6. The Town will also continue to evaluate Town processes to identify if any new BMPs are necessary.

Virginia Total Maximum Daily Load (TMDL) Special Conditions

Local TMDL Special Conditions

Description: The Town will work on developing the TMDL Action Plan to address pollutants which the Town's MS4 has been assigned a waste load allocation.

Summary: The Town has developed an Action Plan for the Quantico Creek Bacteria TMDL which was submitted to DEQ in April 2016. The Action Plan sets forth best management practices and interim milestone activities to be implemented. It was determined that the Potomac River Basin TMDL was approved outside of the timeframe covered by this permit and thus the Town is not required to implement this TMDL Action Plan at this time.

Chesapeake Bay Total Maximum Daily Load (TMDL) Special Conditions

Chesapeake Bay Total Maximum Daily Load (TMDL) Special Conditions

Description: The Town will work on developing the Chesapeake Bay Action Plan during the first three years of this permit cycle in accordance with the permit requirements.

Summary: The Town has developed an Action Plan for this permit cycle and the next permit cycle to address the pollutants of concern identified in the Chesapeake Bay TMDL. The Action Plans were approved by DEQ in June 2016. Throughout the next reporting year, the Town will continue street sweeping activities as outlined within the Action Plan to ensure the pollutant reductions for this permit cycle are met. The Town was also awarded a Stormwater Local Assistance Fund (SLAF) grant which will help restore a section of Quantico Creek. That project is currently in design and the town is working to evaluate how that project can provide credit towards the Chesapeake Bay TMDL reduction requirements.

Evaluation & Assessment:

Information Collected and Analyzed

No sampling was performed within the Town during this reporting period.

BMP Modifications

No modifications to the identified BMPs were made during this reporting year. Any future modifications to BMPs will be made in accordance with the procedures outlined within the MS4 permit.

Notice of External Assistance

The Town is a member of the Northern Virginia Clean Water Partners Regional Stormwater Education Campaign which enhances the Town's public education and outreach efforts through the use of television, print, and internet ads focused on stormwater management.

Proposed Programs

The Town has no proposed programs which would require approval status pursuant to Section II C of the General Permit.

Section I B and IC Requirements

The Town of Dumfries must comply with the WLA's assigned by the Chesapeake Bay TMDL. The Potomac River Bacteria TMDL includes a WLA assigned to the Town however that TMDL was approved outside of the timeframe covered by this permit.

Agreements

The Town has a contract with Total Construction Solutions (TCS) to ensure inspections of land-disturbing activities were being conducted in accordance with the timeline established within the MS4 permit.

Written Comments

There were no public comments regarding either the MS4 Program Plan or any modifications during the reporting period.

APPENDICES

