TOWN OF Herndon VIRGINIA

Municipal Separate Storm Sewer System (MS4) Fiscal Year 2021 Annual Report

Permit No. VAR040060

In Compliance with the General VPDES Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems

Submittal to DEQ
September 21, 2021

Department of Public Works
Town of Herndon
777 Lynn Street
Herndon, Virginia 20170

General VPDES Permit for Small Municipal Separate Storm Sewer Systems Permit No. VAR040060

Fiscal Year 2021 Annual Report
July 1, 2020 – June 30, 2021

Town of Herndon, Virginia

Submitted by:

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CERTIFICATION

"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."

Name	Title	Date
	Town Manager	9.27.2021

1 Introduction

This Fiscal Year 2021 (FY21) MS4 General Permit Annual Report has been prepared by the Town of Herndon Department of Public Works (DPW) in accordance with General VPDES (Virginia Pollutant Discharge Elimination System) Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems (9VAC25-890-40 *et seq.*). The Town was originally issued General Permit VAR040060 on July 8, 2003. The Virginia Department of Environmental Quality (DEQ) issued the most recent five-year permit effective November 1, 2018.

Under the terms of the General Permit, the Town of Herndon has developed a Municipal Separate Storm Sewer System (MS4) Program Plan to implement six minimum control measures (MCMs) aimed at reducing the discharge of pollutants to the "maximum extent practicable." Minimum control measures are presented in Table 1.

Table 1 Six Minimum Control Measures

1. Public Education and Outreach	4. Construction Site Runoff Control
2. Public Participation and Involvement	5. Post-Construction Runoff Control
3. Illicit Discharge Detection and Elimination	6. Pollution Prevention and Good Housekeeping

The MS4 Program Plan has been updated in accordance with the requirements of Part I C of the 2018 General Permit. The MS4 Program Plan is available on the Town's web site at http://herndon-va.gov/departments/stormwater-management.

The General Permit requires that the Town submit annual reports no later than October 1 covering the preceding July 1 through June 30 reporting period. This annual report covers the period of July 1, 2020 through June 30, 2021. Part I D of the General Permit outlines the requirements for the annual report. The following is a summary of the requirements and where the information is located in this annual report.

Table 2 MS4 Permit Annual Reporting Requirements

Permit	Requirement	Location
Part I D 2 a-b	2. The annual report shall include the following general information: a. The permittee, system name, and permit number; b. The reporting period for which the annual report is being submitted;	Section 2
Part I D 2 c	c. A signed certification as per Part III K;	Certification page
Part I D 2 d	d. Each annual reporting item as specified in an MCM in Part I E; and,	Section 3

Permit	Requirement	Location
Part I D 2 e	e. An evaluation of the MS4 program implementation, including a review of each MCM, to determine the MS4 program's effectiveness and whether or not changes to the MS4 program plan are necessary.	Section 4
Part I D 3	3. For permittees receiving initial coverage under this general VPDES permit for the discharge of stormwater, the annual report shall include a status update on each component of the MS4 program plan being developed. Once the MS4 program plan has been updated to include implementation of a specific MCM in Part I E, the permittee shall follow the reporting requirements established in Part I D 2.	Not applicable
Part I D 4	4. For those permittees with requirements established under Part II A, the annual report shall include a status report on the implementation of the Chesapeake Bay TMDL action plan in accordance with Part II A of this permit including any revisions to the plan.	Section 5
Part I D 5	5. For those permittees with requirements established under Part II B, the annual report shall include a status report on the implementation of the local TMDL action plans in accordance with Part II B including any revisions to the plan.	Section 5

2 Background Information

This section provides background information as required by Part I D 2 a-b of the General Permit.

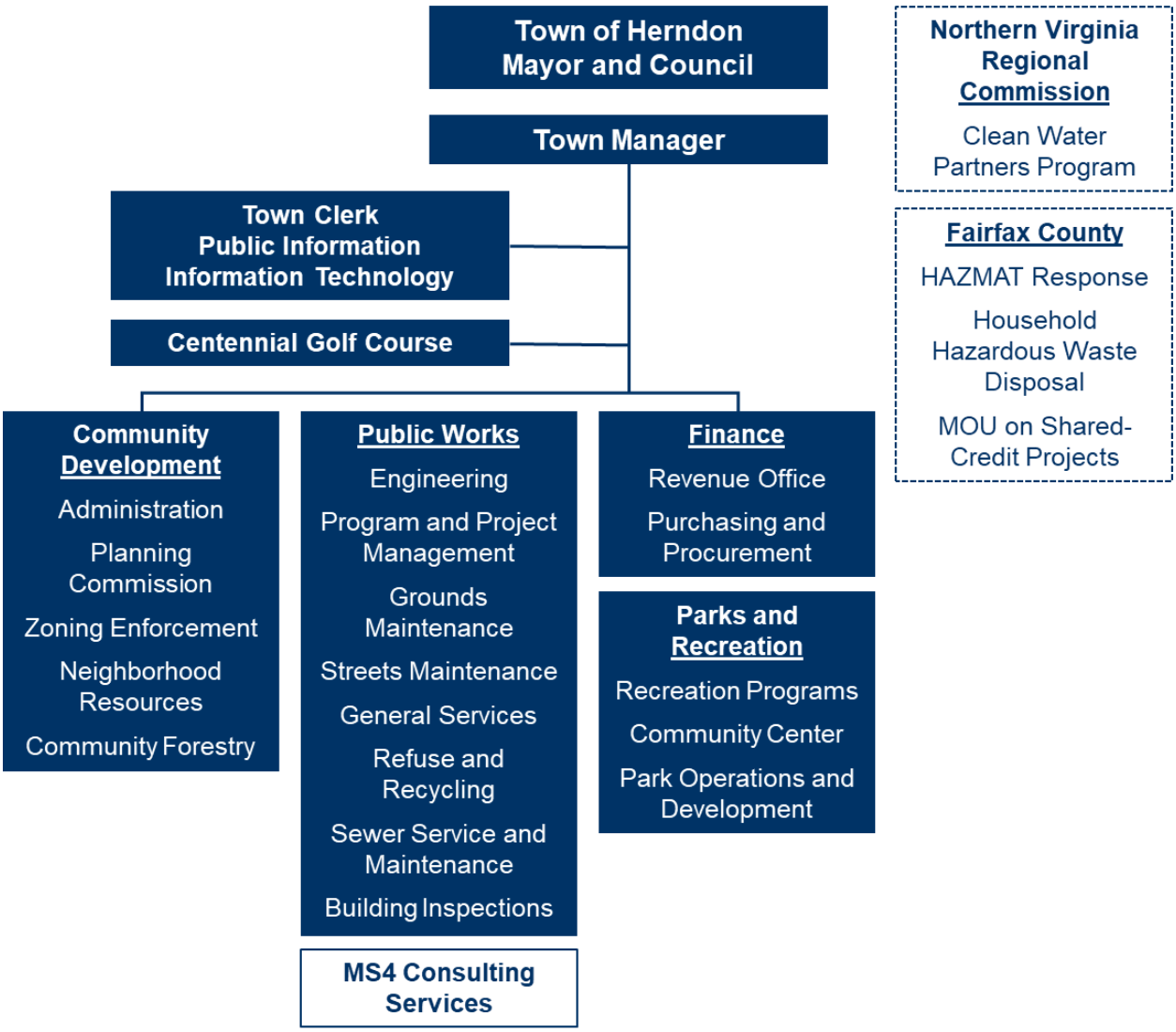
Table 3 Required Background Information

Permittee:	Town of Herndon
System Name:	Town of Herndon MS4
Permit Number:	VAR040060
Reporting Period:	July 1, 2020 – June 30, 2021

The organizational chart below outlines Town departments with major stormwater management functions or responsibilities that are referenced in this annual report. The Department of Public Works is the primary lead on MS4 compliance activities. No changes to the organizational structure have been made during FY21.

The chart has been updated to reflect services provided by entities other than the Town. Fairfax County provides HAZMAT response and hazardous household waste disposal services. The Town has entered into an agreement with Fairfax County to share pollutant reduction credit for projects implemented under the County's stormwater service district fee. The Town has entered into an agreement with the Northern Virginia Regional Commission to participate in the Clean Water Partners regional education program. The Town engages a consultant for various MS4 support services, including but not limited to annual report preparation, MS4 program plan development, mapping/GIS, dry weather outfall screening, stormwater management facility inspections, and pollution prevention training.

Figure 1 Stormwater Management Organizational Chart



3 Status of Compliance with Fiscal Year 2021 Conditions

This section provides an overview of progress made toward meeting each MCM. Each MCM includes the specific annual reporting items as specified in Part I E of the General Permit followed by a more detailed description of each best management practice (BMP) contained in the MS4 Program Plan. Supporting materials are located in the appendices as referenced.

3.1 Public Education and Outreach (MCM #1)

In accordance with Part I E 1 g of the General Permit, the following information must be reported in the annual report:

	Annual Report Requirement	Documentation
✓	(1) A list of the high-priority stormwater issues the permittee addressed in the public education and outreach program.	• Chesapeake Bay Nutrients • Bacteria from Pet Waste • Illicit Discharges and Illegal Dumping from Commercial Operations
✓	(2) A list of strategies used to communicate each high-priority stormwater issue.	See BMPs 3.1.A-3.1.C.

3.1.A Chesapeake Bay Nutrients

Nutrients from fertilizers is one of the Town's three high-priority stormwater issues. The objective of this BMP is to provide education and outreach to inform property owners on ways to reduce the impact of nutrients through proper use and application of fertilizers.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will provide in each annual report: (1) relevant information from "What's On in Herndon," the Mayor's quarterly newsletter, or the annual Water Quality Report; (2) a copy of the Town Calendar and Events Guide; and, (3) a snapshot of the social media post. The Town will also provide an estimate of the number of residents reached with a fertilizer-related education message."

BMPs from MS4 Program Plan	FY21 Activities
Include nutrient message in one of the following annually: electronic newsletter; Mayor's newsletter; or, Water Quality Report.	The Town included a message about the importance of proper use of fertilizers in its May 27, 2021 electronic newsletter (What's On – News You Can Use). The publication goes out to ~2,000 Town subscribers. See Appendix A.
Include nutrient message in the annual Town Calendar and Events Guide.	Stormwater pollution prevention is featured prominently in the 2021 Town Calendar. This includes a message to wait until fall to fertilize, if at all. The calendar is sent to all Town residents. See Appendix A.
Post a nutrient message on social media.	The Town posted a proper lawn care message on Twitter on May 12, 2021. The Town had 1,911 followers as of August 2021. See Appendix A.

3.1.B Bacteria from Pet Waste Pollution Prevention

Bacteria from pest waste is one of the Town's three high-priority stormwater issues. The objective of this BMP is to reduce bacteria pollution by targeting pollution prevention materials to the Town's dog owners and to make it convenient for dog owners to properly dispose of waste.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will provide in each annual report: (1) the number of educational materials distributed at Dogtopia, Herndon Animal Medical Center, and Dominion Animal Hospital; (2) a copy of any materials distributed to residents holding a Fairfax County Dog License; (3) information on any new pet waste stations and an updated map; and, (4) a snapshot of the social media post. The Town will provide an estimate of the number of residents reached with a proper pet waste disposal message."

BMPs from MS4 Program Plan	FY21 Activities
Distribute "Scoop Your Poop" brochures.	The Town checked with the three veterinary offices in Town. Two still had brochures. The third was out and provided with a fresh supply. See Appendix A for the materials.
Distribute pet waste message to Dog License holders at least once during permit cycle.	429 pet waste post cards were mailed to Dog License holders in FY21. This is in addition to 430 sent out in FY20 and 390 sent out in FY19. Approximately three-quarters of license holders have been reached this permit cycle. Additional batches will be mailed each FY.
Install additional pet waste stations as needed and update the location map accordingly.	Four new stations were added in FY21 based on dog walking hot spots. These include two in Potomac Fairways and two on Cavalier Drive. All public stations are serviced twice a week, or more if necessary.
Post a pet waste message on social media.	The Town posted a proper disposal of dog waste message on Twitter on May 11, 2021. See Appendix A.

3.1.C Illicit Discharges and Illegal Dumping from Commercial Operations

Illicit discharges and illegal dumping from commercial operations is one of the Town's three high-priority stormwater issues. The objective of this BMP is to educate commercial operators about proper handling and storage of materials and the legal ramifications of non-compliance with Town, state, and federal laws and regulations. The BMP also seeks to empower Town residents to recognize and report illicit discharges.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will provide in each annual report: (1) a copy of any information distributed to commercial operators; (2) a snapshot of the social media post; and, (3) relevant information from "What's On in Herndon," the Mayor's quarterly newsletter, or the annual Water Quality Report. The Town will also provide an estimate of the number of residents reached with an illicit discharge-related education message."

BMPs from MS4 Program Plan	FY21 Activities
Send illicit discharge dumping letters, and bi-lingual poster to commercial owners at least once during permit cycle.	This BMP will be implemented in FY22 or FY23 (the MS4 Program Plan provides a window between FY20 and FY23).

BMPs from MS4 Program Plan	FY21 Activities
Post message on social media about how to report a suspected illicit discharge.	The Town posted a message about the importance of reporting illicit discharges on Twitter on May 10, 2021. See Appendix A.
Include illicit discharge reporting message in one of the following annually: electronic newsletter; Mayor's newsletter; or, Water Quality Report.	The Town included a message about what constitutes an illicit discharge and how to report one in its May 27, 2021 electronic newsletter (What's On – News You Can Use). The publication goes out to ~2,000 Town subscribers. See Appendix A.

3.1.D General Stormwater Education

The General Permit requires the continuation of an outreach program to address the viewpoints and concerns of a diverse range of audiences.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will provide in each annual report a summary of activities, including the number of classroom visits, Herndon Community Television broadcasts, and educational materials distributed. In addition, the Town will provide a summary of Clean Water Partner activities, including the scope of the campaign and the results of the annual assessment survey. The goal is to document increasing awareness of water quality issues and changes in pollution-causing behavior over time."

BMPs from MS4 Program Plan	FY21 Activities
Participate in NVRC Clean Water Partners regional program.	The Town continued to participate in Clean Water Partners. A full report of FY21 activities is included in Appendix A. The 2021 campaign focused on bacteria, nutrients, salt, and illicit discharges. These align with the Town's high-priority stormwater issues. Four public service announcements were aired on 44 English language and four Spanish language cable TV networks for a total of 761,756 times. In addition, a digital campaign resulted in ~1.6 million social media impressions and 48,095 social media engagements. Each year, Clean Water Partners conducts a survey of 500 residents in Northern Virginia to measure beliefs, attitudes, and behaviors related to water pollution. The survey includes information about Herndon residents. However, it is statistically more valuable to look at the results of Fairfax County, which includes Herndon. The survey is valuable for understanding behaviors and where additional effort may be needed. The following is a summary of highlights:

	General Education: • 62% of Fairfax County residents correctly stated that stormwater does not flow to a wastewater treatment facility. This is an increase in Fairfax County from FY20 (60%). The regional average is 60%. • 31% of Fairfax County residents reported receiving information about reducing water pollution in the past 12 months. This is an increase for Fairfax County from FY20 (28%). The regional average is 34%. Bacteria from Pets: • 71% of pet owners regionally always clean up after their pets. This figure is the same as FY20. The percent of households indicating that they have a dog increased significantly from 36% in FY20 to 48% in FY21. Illicit Discharges and Illegal Dumping: • 79% of Fairfax County residents successfully recognized a picture of an illicit discharge. This is a slight increase in Fairfax County from FY20 (77%). The regional average is 80%. • 49% of Fairfax County residents would “definitely” or “probably” report the illicit discharge. This is an increase in Fairfax County from FY20 (43%) and a strong increase from FY19 (38%). The regional average is 53%. • 55% of Fairfax County residents were “confident” or “somewhat confident” about where to report an illicit discharge. This is an increase in Fairfax County from FY20 (52%). The regional average is 59%. Nutrients from Fertilizers: • 11% of those with lawns test before fertilizing or only fertilize once in the fall (recommended practices). This is similar to previous years. An additional 19% don’t fertilize. The results show a generally positive trend, particularly around willingness to report potential illicit discharges. Additional focus may be needed on picking up after pets, particularly with the increase in dog owners.

<table>
<tr><th>BMPs from MS4 Program Plan</th><th>FY21 Activities</th></tr>
<tr><td>Earth Day/Arbor Day pollution prevention presentations.</td><td>Earth Day/Arbor Day events (usually held in April) were again cancelled due to social distancing concerns related to COVID-19.</td></tr>
<tr><td>Make presentations upon request to school classes.</td><td>No presentations were requested by local schools.</td></tr>
<tr><td>Broadcast “Reining in the Storm” and “After the Storm” on HCTV.</td><td>“Reining in the Storm” and “After the Storm” ran 104 times on Herndon Cable Television as follows:
<table>
<tr><td>July 2020: 8</td><td>Aug 2020: 9</td><td>Sept 2020: 9</td></tr>
<tr><td>Oct 2020: 8</td><td>Nov 2020: 9</td><td>Dec 2020: 9</td></tr>
<tr><td>Jan 2021: 9</td><td>Feb 2021: 8</td><td>March 2021: 9</td></tr>
<tr><td>April 2021: 8</td><td>May 2021: 9</td><td>June 2021: 9</td></tr>
</table></td></tr>
<tr><td>Distribute stormwater education brochures.</td><td>NatureFest scheduled for September 2020 was cancelled due to COVID-19. The Town will report on NatureFest 2021 in the FY22 annual report.</td></tr>
</table>

3.2 Public Involvement/Participation (MCM #2)

In accordance with Part I E 2 f of the General Permit, the following information must be reported in the annual report:

	Annual Report Requirement	Documentation
✓	(1) A summary of any public input on the MS4 program received (including stormwater complaints) and how the permittee responded.	No public input on the MS4 program was received during this reporting period.
✓	(2) A webpage address to the permittee's MS4 program and stormwater website.	The webpage address is http://herndon-va.gov/departments/stormwater-management. See BMP 3.2.A.
✓	(3) A description of the public involvement activities implemented by the permittee.	See BMP 3.2.D.
✓	(4) A report of the metric as defined for each activity and an evaluation as to whether or not the activity is beneficial to improving water quality.	See BMP 3.2.D.
✓	(5) The names of other MS4 permittees with whom the permittee collaborated in the public involvement opportunities.	The Town did not collaborate with other MS4 permittees on public involvement opportunities.

3.2.A Stormwater Webpage

The objective of the stormwater webpage is to ensure that residents and businesses have readily available access to all MS4 program documents and reporting mechanisms.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report a snapshot of the stormwater webpage documenting all required elements."

BMPs from MS4 Program Plan	FY20 Activities
Host the stormwater webpage with the required permit information.	The Town's stormwater webpage includes the following information: • Effective MS4 permit and coverage letter • Most current MS4 Program Plan • Annual report within 30 days of submittal to DEQ • Links to reporting functions from BMPs 3.2.B and 3.2.C. See Appendix B for a snapshot of the web page.

3.2.B Public Reporting of Potential Illicit Discharges

The objective of this BMP is to promote the ability of the public to report illicit discharges, illegal dumping, spills, complaints about land disturbing activities, and other stormwater pollution concerns.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report a snapshot of the reporting functions on the stormwater webpage."

BMPs from MS4 Program Plan	FY21 Activities
Provide information on how to report a potential illicit discharge on the stormwater webpage.	See Appendix B for the reporting function on the Town's stormwater webpage.

3.2.C Public Input and Complaints

This objective of this BMP is to promote the ability of the public to provide input into the MS4 Program Plan and to receive public input or complaints.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report: (1) a snapshot of the public input and complaint reporting function; and, (2) a summary of any public complaints or input on the MS4 Program Plan and the Town's response to complaints or input."

BMPs from MS4 Program Plan	FY21 Activities
Provide information on how to register public input or complaints on the stormwater webpage.	See Appendix B for how to provide public input and/or complain on the Town's stormwater webpage.
Implement the Public Involvement and Participation SOP to document complaint tracking and response.	The Town implemented the SOP. No public input on the MS4 program or complaints were received by the Town during this reporting period.

3.2.D Public Involvement Opportunities

The objective of this BMP is to increase the public's awareness and participation in the Town's water quality and pollution prevention efforts.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report a summary of the activities implemented and the metrics from the above table."

BMPs from MS4 Program Plan	FY21 Activities
Promote or implement four local watershed activities annually.	All activities scheduled for FY21 were cancelled due to COVID-19. Town-sponsored events were prohibited for

BMPs from MS4 Program Plan	FY21 Activities
	much of the year. The Town has developed and is implementing a strategy for FY22. This includes distribution of stormwater education pamphlets on fertilizers and illicit discharges at Town farmers market events, a Town-sponsored native plant sale, and NatureFest 2021. See Table 4 for public involvement activities that were cancelled for FY21 and additional activities that will be completed in FY22.
Implement the Protocol for Sponsorship of Non-Governmental Volunteer Opportunities.	The protocol is promoted on the Town's stormwater webpage. See Appendix B.

Table 4 Summary of Public Involvement Activities

Description	Time Period	Metric
FY21 Activities		
NatureFest at Runnymede 2020	September 2020	Cancelled due to COVID-19.
Kid's Fishing Derby	March 2021	Cancelled due to COVID-19.
Stream and Park Clean-Ups	Fall and spring clean-ups.	Cancelled due to COVID-19.
Storm Drain Marking Program	No additional stencils installed.	NA
FY22 Activities		
Farmers Market Events	April through November (materials distributed on 9/2 and 9/9; additional events planned).	Will be reported in FY22 annual report.
Native Plant Sale	September 18, 2021	Will be reported in FY22 annual report.
NatureFest at Runnymede 2021	September 26, 2021	Will be reported in FY22 annual report.
Kid's Fishing Derby	March 2022	Will be reported in FY22 annual report.
Stream and Park Clean-Ups	Fall and spring clean-ups.	Will be reported in FY22 annual report.
Storm Drain Marking Program	Various depending on volunteers.	Will be reported in FY22 annual report.

3.2.E Town Council Updates

It is important for elected officials to have a thorough understanding of the MS4 Program Plan and to provide feedback on the effectiveness of the program.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: “The Town will include in the FY22 or FY23 annual report any meeting materials and a summary of significant feedback, if any.”

BMPs from MS4 Program Plan	FY21 Activities
Provide MS4 program update to Town Council.	This BMP is scheduled for FY22 or FY23.

3.3 Illicit Discharge Detection and Elimination (MCM #3)

In accordance with Part I E 3 e of the General Permit, the following information must be reported in the annual report:

	Annual Report Requirement	Documentation
✓	(1) A confirmation statement that the MS4 map and information table have been updated to reflect any changes to the MS4 occurring on or before June 30 of the reporting year.	The Town confirms that the MS4 map and information table have been updated accordingly. See BMP 3.3.A for additional information.
✓	(2) The total number of outfalls screened during the reporting period as part of the dry weather screening program.	See BMP 3.3.D.
✓	(3) A list of illicit discharges to the MS4 including spills reaching the MS4 with information as follows: • The source of illicit discharge • The dates that the discharge was observed, reported, or both • Whether the discharge was discovered by the permittee during dry weather screening, reported by the public, or other method • How the investigation was resolved • A description of any follow-up activities • The date the investigation was closed	See BMP 3.3.E.

3.3.A Storm Sewer Infrastructure Map

An accurate storm sewer map ensures that the Town has a full understanding of the system so that the Town can quickly track and correct illicit discharges. The General Permit requires specific information to be included in the map product.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: “The Town will provide DEQ with the GIS-compatible shapefile by July 1, 2019. The Town will include in each annual report: (1) documentation of updates to the storm sewer system map and outfall table; and, (2) copies of notifications to downstream MS4s, if any.”

BMPs from MS4 Program Plan	FY21 Activities
Update outfall table in accordance with Part I E 3 a of the General Permit.	The Town updated the outfall information table with all information required in Part I E 3 a of the General Permit in FY19.
Submit GIS shape-file to DEQ.	The GIS shape-file, with all requested information, was submitted to DEQ on June 26, 2019.

BMPs from MS4 Program Plan	FY21 Activities
Maintain map and outfall table annually, no later than October 1.	The Town's MS4 map and outfall information table was reviewed. No changes were required for FY21. See Appendix C for the latest map and information table.
Identify any new physical interconnections and notify the connected MS4.	No new interconnections were identified during FY21.

3.3.B Prohibition on Illicit Discharges

The objective of this BMP is to ensure that the legal tools are in place to effectively prohibit illicit discharges to the storm sewer system and to conduct necessary enforcement in the case of an illicit discharge.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will annually assess whether any changes are necessary to the Town Code. The Town will document any changes in the appropriate annual report."

BMPs from MS4 Program Plan	FY21 Activities
Continue to implement prohibition on illicit discharges, annually assessing the need for changes to the Town Code.	The Town continued to enforce the provisions of Town Code Chapter 26. The Town has assessed its authority to prohibit and respond to illicit discharges and finds that they are sufficient to meet the General Permit.

3.3.C Written Procedures for Illicit Discharges and Illegal Dumping

The objective of this BMP is to ensure that written procedures are in place to detect, identify, and address unauthorized non-stormwater discharges and illegal dumping to the storm sewer system. These procedures provide an added level of consistency to effectively prohibit illicit discharges and illegal dumping to the storm sewer system, and to conduct enforcement actions as necessary.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will document any changes to the written procedures during the reporting period in the associated annual reports."

BMPs from MS4 Program Plan	FY21 Activities
Implement IDDE Plan and incorporate into training.	The Town updated its IDDE Plan as part of the MS4 Program Plan update process. The plan is included in the MS4 Program Plan as an appendix. The plan is used to respond to reports of illicit discharges and during dry weather outfall screening in BMP 3.3.D. Field staff are trained in accordance with BMP 3.6.D.

3.3.D Dry Weather Outfall Screening

The objective of this BMP is to identify and eliminate illicit discharges as soon as possible to minimize impacts to water quality. The Town's IDDE Plan includes a dry weather outfall inspection procedure, prioritization schedule, written inspection and investigation protocols, and remedies for discovered discharges.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report a summary of all dry weather outfall monitoring activities including the total number of outfalls screened, the screening results, and detail of any follow up actions. Tracking will be reported as part of BMP 3.E."

BMPs from MS4 Program Plan	FY21 Activities
Perform annual dry weather screening of 50 outfalls.	The Town performed dry weather screening on 51 outfalls from January 8 through January 21, 2021. Dry weather flow was detected at four outfalls. Follow up testing did not indicate the presence of illicit discharges. See Appendix C for dry weather outfall screening results.

3.3.E Illicit Discharge Tracking

The General Permit requires that the Town track and process complaints about potential illicit discharges and to coordinate an appropriate response. Potential illicit discharges are identified through public reporting in BMP 3.2.B, the dry weather outfall screening program in BMP 3.3.D, and staff reporting in MCM #6.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report a summary of all potential and actual illicit discharges in the tracking database. For each case, the Town will provide: (1) the date the discharge was observed or reported; (2) follow up activities; (3) measures to resolve the investigation; and, (4) closure date."

BMPs from MS4 Program Plan	FY21 Activities
Maintain illicit discharge tracking database.	See Table 5 for a summary of potential and actual illicit discharges with follow up actions as required by the General Permit.

Table 5 Suspected Illicit Discharge Reporting

Report Details	Investigation Notes	Resolution	Long-Term Actions	Date Closed
Date Reported: 7/28/2020	7-Eleven owner reported that someone dumped a barrel of hazardous	Investigation revealed that the barrel was empty.	None required.	7/28/2020
Reporting Source: Resident				

Report Details	Investigation Notes	Resolution	Long-Term Actions	Date Closed
Location: 701 Van Buren St.	material in their dumpster enclosure.	No illicit discharge occurred.		
Date Reported: 8/6/2020 Reporting Source: Resident Location: 1122 Casper Dr.	Resident spilled car fluid (possibly oil) in a parking space.	Town staff responded and cleaned up the spill before it entered the storm drain system. Absorbent was cleaned up by the HOA.	None required. Issue resolved on-site.	8/7/2020
Date Reported: 8/5/2020 Reporting Source: Town Staff Location: 639 Jefferson St.	Sediment entered the storm drain because of improper E&S controls at a construction site.	A notice of violation was issued.	The Town worked with the contractor to remove the sediment from the pipe system and fix the E&S controls.	8/7/2020
Date Reported: 8/18/2020 Reporting Source: Citizen Location: 485 Carlisle Dr.	A yellowish substance was reported at a storm outfall.	Fire and Rescue tested the water and found no contaminants. They concluded that the substance was a natural deposit.	None required.	8/18/2020
Date Reported: 1/15/2021 Reporting Source: Town Staff Location: 619 Carlisle Dr.	A green tint to Sugarland Run was reported by Town staff. The County was notified and Fire and Rescue responded.	The County was not able to detect any hazardous substances in the water. The tint dissipated.	The Town increased visual monitoring of the outfall in question.	6/9/2021*
Date Reported: 4/27/2021 Reporting Source: Resident Location: 701 Van Buren St.	A strong petroleum smell and a sheen on the creek were observed adjacent to 597 Grove Street.	County HAZMAT installed a boom in the creek and tracked the source to the 7-Eleven at 701 Van Buren Street.	7-Eleven is the responsible party and is being required to perform remediation by DEQ. Nothing further is required from the Town per DEQ (Kris McCandless).	4/27/2021
Date Reported:				6/9/2021*

Report Details	Investigation Notes	Resolution	Long-Term Actions	Date Closed
5/17/2021 Reporting Source: Resident Location: 619 Carlisle Dr.	A green tint was noticed by a resident.	Town personnel informed DEQ that the source of the discoloration was traced to the Flagship Carwash. DEQ was notified of the history of the issue and was provided photos.	As DEQ holds the carwash permit, they are following up with the business to address the issue.	
Date Reported: 5/18/2021 Reporting Source: Resident Location: 619 Carlisle Dr.	A green tint was noticed by a resident.	DEQ came to investigate and discovered tinted water flowing from the carwash. DEQ issued a letter to the carwash notifying them of the issue and requesting corrective action.	The carwash has since capped the outfall and water discoloration has not been reported since.	6/9/2021*

**Incident reports from 1/15/2021, 5/17/2021, and 5/18/2021 relate to the same pollutant source. The closure date of 6/9/2021 refers to the date when the pollution issue was addressed.*

3.3.E Promote Household Hazardous Waste (HHW) Disposal Options

Household hazardous waste, including used oil, oil filters, and antifreeze, can be a potential source of illicit discharges to the storm sewer system. The objective of this BMP is to provide residents with an opportunity to properly dispose of hazardous household waste materials.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report documentation of the Town's efforts to publicize the Fairfax County HHW disposal program."

BMPs from MS4 Program Plan	FY21 Activities
Document efforts to promote Fairfax County HHW program.	The Town included information on where to dispose of HHW in its 2021 Town Calendar along with a reminder never to dump materials down the storm drain. See Appendix A. HHW disposal information is also located on the Town's web site. See Appendix C.

3.4 Construction Site Stormwater Runoff Control (MCM #4)

In accordance with Part I E 4 d of the General Permit, the following information must be reported in the annual report:

	Annual Report Requirement	Documentation
✓	(1) If the permittee implements a construction site stormwater runoff program in accordance with Part I E 4 a (3): • A confirmation that land disturbing projects that occurred during the reporting period have been conducted in accordance with the current department approved standards and specifications for erosion and sediment control. • If one or more of the land disturbing projects were not conducted with the department approved standards and specifications, an explanation as to why the projects did not conform to the approved standards and specifications.	The Town is subject to Part I E 4 a (1) and is therefore not subject to this requirement. The Town does confirm that it has an approved Virginia Erosion and Sediment Control Program consistent with the Virginia Erosion and Sediment Control Law and its attendant regulations. See BMP 3.4.A for additional information.
✓	(2) Total number of inspections conducted.	See BMP 3.4.B.
✓	(3) The total number and type of enforcement actions implemented and the type of enforcement actions.	See BMP 3.4.B.

3.4.A Maintain Local Program Consistency

The objective of this BMP is to ensure that the Town has in place all legal authority and procedures necessary to address discharges from regulated construction site stormwater runoff.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report a summary of any changes in program consistency, if applicable."

BMPs from MS4 Program Plan	FY21 Activities
Continue implementing consistent construction site stormwater runoff control program.	The Town continued to maintain a consistent program in accordance with state law and regulations. No changes have been made to the Town's approval status.
Ensure training and certification of appropriate staff.	The following maintained certification related to construction site stormwater runoff control during FY21: Name: Scott Brodbeck Type: E&SC Inspector and Plan Reviewer

BMPs from MS4 Program Plan	FY21 Activities
	Certification #: ESIN0989; ESPR0280 Expiration Date: 8/7/2021; 7/22/2023 Name: Jonathan Franssell Type: Dual Combined Admin. Certification #: DCA0378 Expiration Date: 6/15/2024 See Appendix D for actual certifications.

3.4.B Land Disturbing Activities Tracking System

Tracking land-disturbing activities assists in the inspection of these activities, which is key in the process of ensuring that erosion and sediment control measures are properly installed and maintained. Land disturbing activities are tracked by the Department of Public Works through the plan review process.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report: (1) a confirmation statement that land disturbing activities have been conducted in accordance with all approved standards and specifications; (2) an explanation for any projects not conducted in accordance with all standards and specifications; (3) the total number of inspections conducted; and, (4) the number and type of enforcement actions taken during the reporting period."

BMPs from MS4 Program Plan	FY21 Activities
Track and report annually on land-disturbing activities.	The Town confirms the following: • All land disturbing activities were conducted in accordance with approved standards and specifications. • The Town did not grant any exceptions during FY21 per 9VAC25-870-126. The following information was tracked during FY21 in accordance with the General Permit: Total Regulated Activities: 1 Total Disturbed Acres: 1.06 Total Inspections: 70 site inspections; 43 E&S (four non-compliant); 29 SWPPP (two non-compliant). Enforcement Actions: One Notice of Violation (NOV) letter.

3.5 Post Construction Stormwater Management (MCM #5)

In accordance with Part I E 5 f of the General Permit, the following information must be reported in the annual report:

	Annual Report Requirement	Documentation
✓	(1) If the permittee implements a Virginia Stormwater Management Program in accordance with Part I E 5 a (1) and (2): • The number of privately owned stormwater facility inspections conducted. • The number of enforcement actions initiated by the permittee to ensure long-term maintenance of privately owned stormwater management facilities including the type of enforcement action.	See BMP 3.5.B.
✓	(2) The total number of inspections conducted on stormwater management facilities owned or operated by the permittee.	See BMP 3.5.B.
✓	(3) A description of the significant maintenance, repair, or retrofit activities performed on the stormwater management facilities owned and operated by the permittee to ensure it continues to perform as designed. This does not include routine activities such as grass mowing or trash collection.	The Town only conducted routine maintenance activities during FY21.
✓	(4) A confirmation statement that the permittee submitted stormwater management facility information through the Virginia Construction General Permit database for those land disturbing activities for which the permittee was required to obtain coverage under the General VPDES Permit for Discharges of Stormwater from Construction Activities in accordance with Part I E 5 f or a statement that the permittee did not complete any projects requiring coverage under the General VPDES Permit for Discharges of Stormwater from Construction Activities.	See BMP 3.5.C.
✓	(5) A confirmation statement that the permittee electronically reported BMPs using the DEQ BMP Warehouse in	See BMP 3.5.C.

	Annual Report Requirement	Documentation
	accordance with Part I E 5 g and the date on which the information was submitted.	

3.5.A Maintain Local Program Consistency

The objective of this BMP is to ensure that the Town maintains consistency with all legal requirements and procedures to effective address post-construction stormwater quality and quantity in accordance with VSMP regulations (9VAC25-870 et. seq.).

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report a summary of any changes in program consistency, if applicable."

<table>
<tr><th>BMPs from MS4 Program Plan</th><th>FY21 Activities</th></tr>
<tr><td>Continue implementing consistent post-construction stormwater management program.</td><td>The Town continued to maintain a consistent program in accordance with state law and regulations. No changes have been made to the Town's approval status.</td></tr>
<tr><td>Ensure training and certification of appropriate staff.</td><td>The following maintained certification related to post-construction site stormwater runoff control during FY21:
<table>
<tr><td>Name:</td><td>Jonathan Franssell</td></tr>
<tr><td>Type:</td><td>Dual Combined Admin.</td></tr>
<tr><td>Certification #:</td><td>DCA0378</td></tr>
<tr><td>Expiration Date:</td><td>6/15/2024</td></tr>
</table>
<table>
<tr><td>Name:</td><td>Scott Brodbeck</td></tr>
<tr><td>Type:</td><td>SWM Inspector</td></tr>
<tr><td>Certification #:</td><td>SWIN1428</td></tr>
<tr><td>Expiration Date:</td><td>8/30/2021</td></tr>
</table>
See Appendix D for actual certifications (along with E&S certifications).</td></tr>
</table>

3.5.B Long Term Operation and Maintenance of BMP Facilities

The objective of this BMP is to ensure that public and private stormwater management facilities continue to provide their intended water quality benefits.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report: The Town will include in each annual report: (1) the number of private facilities inspected each year; (2)the number and type of enforcement actions taken against private facilities, if applicable; (3) the number of public facilities inspected each year; (4) a description of significant maintenance, repair, or retrofit activities performed on public facilities; and, (5) confirmation that new facilities were reported either through the DEQ Construction Stormwater Database or the DEQ BMP Warehouse."

BMPs from MS4 Program Plan	FY21 Activities
Require all private stormwater management facilities to execute a Maintenance Agreement recorded in the Town land records.	All new private facilities are required to enter into a Maintenance Agreement in accordance with Town Code Chapter 26, Article VIII "Stormwater Management."
Inspect private stormwater management facilities at least once every five years.	The Town, with the assistance of a consultant, conducted a baseline assessment of all stormwater facilities in 2021. This resulted in the identification and verification of 156 private facilities. Of these facilities, 101 require routine maintenance and 14 require corrective maintenance. The Town is in the process of following up with facility owners to ensure that necessary maintenance is conducted. See Appendix E for private facility inspection results.
Inspect public stormwater management facilities annually or in accordance with an adopted alternative schedule.	The baseline assessment resulted in the identification and verification of 26 facilities for which the Town has inspection and maintenance responsibility.[1] Of the Town's facilities, 19 require routine maintenance and three require corrective maintenance. One facility was inaccessible due to fencing and development in the area and will be re-inspected. In addition to the Town's facilities, Fairfax County is responsible for inspection and maintenance of a facility associated with one of its bus facilities. See Appendix E for inspection results.

3.5.C Stormwater BMP Tracking Database

The Town maintains a stormwater management facility tracking system to ensure that all public and private facilities are being properly maintained in accordance with permit requirements. The system also maintains an inspection schedule and records public and private stormwater management facility inspections.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will submit an electronic database or spreadsheet of all facilities brought online during the reporting period with the appropriate annual report. The data will include: the type of facility, location, acres treated (total acres with a breakdown of impervious and pervious acres), date brought online, sixth order Hydrologic Unit Code (HUC), the name of the impaired stream segment the facility is discharging into, whether public or private, existence of maintenance agreement, date of the most recent inspection, and when applicable, the number of enforcement actions."

[1] Note that there are 28 facilities listed in Appendix E. One facility was determined to be connected to the sanitary sewer system. A second facility is likely an error and has no DEQ ID number. In addition, no site plan documents can be located. Once confirmed, these will be removed from the Town's BMP list.

BMPs from MS4 Program Plan	FY21 Activities
Update the stormwater facility tracking system in accordance with Part I E 5 of the General Permit.	The Town's stormwater facility tracking system includes all of the information required in Part I E 5 of the General Permit.
Update the tracking system no later than 30 days after each new stormwater facility is brought on-line.	The Town completed a comprehensive update of its stormwater facility inventory in FY20, which was further updated during FY21. The inventory consists of 156 private facilities, 26 Town-owned facilities, and one Fairfax County-owned facility. The current stormwater facility database, along with a summary of facility by type, is located in Appendix E.
Track information on all enforcement activities.	The tracking system is updated throughout the year to record inspections and enforcement actions.
Use the DEQ Construction Stormwater Database to report new facilities requiring a construction general permit.	The Town confirms that it uses the BMP Construction Stormwater Database to submit required information. Four new facilities are pending finalization and will be submitted at the appropriate time.
Use the DEQ BMP Warehouse to report all other new facilities no later than October 1.	The Town confirms that it uses the DEQ BMP Warehouse to submit the required information. No new facility data was reported in FY21.

3.6 Pollution Prevention/Good Housekeeping for Municipal Operations (MCM #6)

In accordance with Part I E 6 q of the General Permit, the following information must be reported in the annual report:

	Annual Report Requirement	Documentation
✓	(1) A summary of any operational procedures developed or modified in accordance with Part I E 6 a during the reporting period.	See BMP 3.6.A.
✓	(2) A summary of any new SWPPPs developed in accordance with Part I E 6 c during the reporting period.	See BMP 3.6.B.
✓	(3) A summary of any SWPPPs modified in accordance with Part I E 6 f or the rationale of any high priority facilities de-listed in accordance with Part 1 E 6 h during the reporting period.	See BMP 3.6.B.
✓	(4) A summary of any new turf and landscape nutrient management plans developed that includes: • Location and total acreage of each land area. • The date of the approved nutrient management plan.	See BMP 3.6.C.
✓	(5) A list of training events conducted in accordance with Part I E 6 m, including the following information: • The date of the training event. • The number of employees who attended the training event. • The objective of the training event.	See BMP 3.6.D.

3.6.A Operation and Maintenance Pollution Prevention SOPs

The objective of this BMP is to implement pollution prevention procedures for operation and maintenance activities as required in Part I E 6 a of the General Permit.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: “The Town will include in each annual report a confirmation that the SOPs have been reviewed and any necessary changes have been made.”

BMPs from MS4 Program Plan	FY21 Activities
Implement Operation and Maintenance Pollution Prevention SOPs.	The Town continued to implement its SOPs.

BMPs from MS4 Program Plan	FY21 Activities
Prohibit the application of deicing agents containing urea or other forms of nutrients.	The Town's Snow Operations SOP was updated March 27, 2019 to prohibit these materials. This was reported in FY19. The Town uses the following for its deicing/anti-icing operations: • Deicing salt "rock salt" is used on the roads to clear up patches of ice or in hazardous areas. • Calcium chloride is sprayed on the salt as it is distributed. • Brine is sprayed on the roads prior to anticipated winter precipitation.
Annually review SOPs and update if necessary.	The Town reviewed and updated all SOPs during FY21. No changes are needed. These are included in the updated Public Works Complex SWPPP (Appendix F).
Incorporate SOPs into training in BMP 6.D.	The SOPs were the focus of training in FY20 and will again be the focus of training in FY22.

3.6.B Stormwater Pollution Prevention Plans for High-Risk Facilities

The objective of this BMP is to reduce and prevent the discharge of pollutants from high-priority facilities through SWPPPs and other pollution prevention measures.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report: (1) confirmation that the SWPPPs are being implemented, including a sample completed site inspection checklist; (2) confirmation of the review of high-priority sites; and, (3) a description of any new SWPPPs or changes to SWPPPs."

BMPs from MS4 Program Plan	FY21 Activities
Implement SWPPPs.	The Town continued to implement SWPPPs for the Public Works Complex and the Centennial Golf Course. See Appendix F for completed routine inspection checklists.
Review, and update as necessary, the Public Works Complex SWPPP.	The Public Works Complex SWPPP was comprehensively reviewed and updated during FY21. See Appendix F for the SWPPP.
Review, and update as necessary, the Golf Course SWPPP.	This BMP is scheduled for FY22.
Review high-priority sites and develop new SWPPPs, if necessary.	The Town reviewed publicly-operated sites for potential sources of pollution. No new SWPPPs were required to be developed in FY21.
Review high-priority sites after incidents and update SWPPPs, if necessary.	No reportable spills or similar incidents were reported for the Public Works Complex or the Golf Course.

3.6.C Turf and Landscape Nutrient Management Plans

The objective of this BMP is to reduce the potential for nutrients applied to turf and landscape areas to impact water quality through the implementation of NMPs.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report confirmation that the NMP is being implemented and a summary of any changes."

BMPs from MS4 Program Plan	FY21 Activities
Implement Golf Course NMP.	The Town implemented the Golf Course NMP during FY21.
Update the Golf Course NMP.	The Golf Course NMP was updated in FY19 and recertified in accordance with state law. The new expiration date is June 7, 2024.
Prepare NMPs for other properties as required.	The Town does not apply nutrients to areas greater than one contiguous acre except at the Golf Course. As a result, no additional NMPs are required at this time.

Table 6 Nutrient Management Plans

Facility Name	Herndon Centennial Golf Course
Address	909 Ferndale Avenue, Herndon, Virginia 20170
Latitude	38.975100
Longitude	-77.394235
Acres	100.74
Plan Effective Date	6/7/2019
Plan Expiration Date	6/7/2024

3.6.D Training Plan

The purpose of this BMP is to implement a training plan in accordance with Part I E 6 m-o of the General Permit.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report: (1) the date of each training event; (2) the number of employees attending each training event; and, (3) the objective of each training event. The Town will also provide information on each staff member certified in accordance with the Virginia Pest Control Act, the Virginia Erosion and Sediment Control Law, and the Virginia Stormwater Management Act. Certifications will be kept on file and be available on request."

BMPs from MS4 Program Plan	FY21 Activities
Provide biennial IDDE training for field personnel.	This training was provided July 16, 2021 for Engineering and Inspection staff and Public Works Complex staff on

BMPs from MS4 Program Plan	FY21 Activities
	August 11, 2021. The training video can be found at https://youtu.be/INlyQzqOFtY. See Appendix F for the training documentation sheets.
Provide biennial pollution prevention training to road, street, and parking lot maintenance personnel.	Training was completed in FY20 and is next scheduled for FY22.
Provide biennial pollution prevention training to maintenance, public works, and recreational facility personnel.	Training was completed in FY20 and is next scheduled for FY22.
Maintain certifications for all employees handling fertilizer and pesticides.	See Table 7 for a summary of all active certifications.
Maintain certifications for all employees engaged in erosion and sediment control and stormwater review.	See BMPs 3.4.A and 3.5.A.
Provide refresher training to emergency spill response personnel.	This training is scheduled for FY23.

Table 7 Summary of Pesticide and Herbicide Certifications

Name	Type	Cert #/Expiration	Category
John L. Dudzinsky	Commercial	#47545-G/Exp. 6/30/2025 Fertilizer: #CFA-23327-34467	3-A
Jimmy D. Linton	Registered Tech	# 98385-T/Exp. 6/30/2024	N/A
Mike Mueller	Commercial	#78726-G/Exp. 6/30/2026 Fertilizer: #13129	3-B
Larry D. Hogan	Registered Tech	# 61606-T/Exp. 6/30/2024	N/A
James C. Lowe	Registered Tech	#92102-T/Exp. 6/30/2025	N/A
Andrew H. Crawford	Registered Tech	#123141-T/Exp. 6/30/2024	N/A
Marianne O'Shea	Registered Tech	#63527-T/Exp. 6/30/2023	N/A
David Higgins	Registered Tech	#92103-T/Exp. 6/30/2025	N/A
Bruce Corum	Registered Tech	#92107-T/Exp. 6/30/2025	N/A

3.6.E Contractor Oversight Procedures

The objective of this BMP is to ensure that contractors performing work on behalf of the Town use the appropriate procedures and control measures to protect water quality.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report verification that the Town is implementing the mechanism selected to ensure contractor adherence to local, state, and federal requirements and the Town's SOPs."

BMPs from MS4 Program Plan	FY21 Activities
Require through contract language that contractors will abide by all certifications and SOPs.	The Town continued to include language requiring that all contractors abide by the Town's pollution prevention SOPs and applicable local, state, and federal stormwater management requirements.

3.6.F Street Sweeping

The objective of this BMP is to prevent trash and particulates from entering the storm system.

The MS4 Program Plan establishes the following measurable goals and evaluation criteria: "The Town will include in each annual report a summary of street sweeping activities, including an estimate of the total lane miles swept and/or an estimate of the amount of debris removed."

BMPs from MS4 Program Plan	FY21 Activities
Continue to operate a street sweeping program.	The Town collected 70.72 tons of debris in FY21.

4 MS4 Program Plan Assessment

The MS4 Program Plan was updated in May 2019 to address the requirements of the current General Permit. The Department of Public Works continues to be responsible for overall stormwater planning, operations, and the administration of the Town's General Permit.

In accordance with the General Permit, the Town has evaluated the MS4 Program Plan, including a review of each MCM. The Town finds that the BMPs established to implement the MCMs are effective and that no changes are required at this time.

5 Special Conditions Associated with TMDLs

The General Permit requires the Town to develop and implement action plans to address TMDLs where a wasteload allocation (WLA) has been assigned to the MS4. The Town is assigned nutrient and sediment WLAs for the Chesapeake Bay and a bacteria WLA for Sugarland Run.

Sections 5.1 and 5.2 provide updates on the status of the Chesapeake Bay and Sugarland Run TMDL action plans, respectively.

5.1 Chesapeake Bay TMDL Action Plan Status Report

The Town submitted a final Phase II Chesapeake Bay TMDL Action Plan to DEQ dated November 1, 2019. DEQ notified the Town that it had completed its review on July 12, 2021.

5.1.A Status of Means and Methods

The following summarizes progress made by the Town toward implementation of the plan through June 30, 2021. Documentation of completed reductions is contained in Appendix G.

Table 8 Chesapeake Bay TMDL Action Plan – Status of Means and Methods

		Final Phase II Action Plan			Total Reductions Achieved Through FY21		
Means and Methods	**Status Narrative**	**TN (lbs/yr)**	**TP (lbs/yr)**	**TSS (lbs/yr)**	**TN (lbs/yr)**	**TP (lbs/yr)**	**TSS (lbs/yr)**
Redevelopment	The Town calculates pollutant reductions achieved as a result of redevelopment on an annual basis. No new redevelopment projects were completed in FY21.	47.38	6.74	3,826.33	47.38	6.74	3,826.33
Shared Credit Projects	Under the MOU with Fairfax County, the Town receives 4.2% credit of any project funded by the County's Stormwater Service District Fee. This is regardless of the project's location in Herndon, Vienna, or Fairfax County. Reductions achieved in FY21 are documented in Appendix G.	2,235.09	553.42	196,971.48	2,344.32	599.66	211,426.15
Street Sweeping	The Town sweeps 2.12 curb miles downtown weekly using a vacuum sweeper, with ~15 weeks of no sweeping during the winter. This results in ~37 passes per year, qualifying for practice SCP-3 from Table 17 of the Expert Panel Report.	0.00	0.00	0.00	0.66	0.20	303.16

		Final Phase II Action Plan			Total Reductions Achieved Through FY21		
Means and Methods	**Status Narrative**	**TN (lbs/yr)**	**TP (lbs/yr)**	**TSS (lbs/yr)**	**TN (lbs/yr)**	**TP (lbs/yr)**	**TSS (lbs/yr)**
	Reductions achieved in FY21 are unchanged from last year and are documented in Appendix G.						
Purchased Off-Site Nutrient Credits	The Town reserves the right to purchase off-site nutrient credits. No credits have been purchased by the Town to-date.	0.00	0.00	0.00	0.00	0.00	0.00
Stormwater Facilities Between January 2006 and July 2009	The Town took one-time credit for pollutant reductions achieved by stormwater management facilities installed from January 1, 2006 through June 30, 2009. The Town submitted its list of these facilities with the initial Chesapeake Bay TMDL Action Plan and provided the actual credits in the FY16 annual report.	472.74	84.70	48,785.23	472.74	84.70	48,785.23
More Stringent Single Family Residential Development	The Town calculates pollutant reductions achieved as a result of more stringent regulation of single family residential development on an annual basis. No new reductions were completed in FY21.	38.70	15.99	2,126.49	38.70	15.99	2,126.49
Additional Means and Methods	The Town reserves the right to take credit from additional means and methods authorized in the DEQ guidance document. No additional means and methods have been implemented by the Town to-date.	0.00	0.00	0.00	0.00	0.00	0.00
Total		**2,793.91**	**660.86**	**251,709.53**	**2,903.79**	**707.30**	**266,467.36**

5.1.B Overall Compliance Summary

The following is a summary of required reductions from the Chesapeake Bay TMDL Action Plan as well as the reductions already achieved and documented by the Town. The Town has already exceeded the reductions required in the current General Permit cycle. Excess reductions will be carried over to the next permit cycle.

Table 9 Chesapeake Bay TMDL Action Plan – Compliance Summary

Required Reductions	Credits	TN (lbs/yr)	TP (lbs/yr)	TSS (lbs/yr)
Required Reductions from Existing Sources (40%)		958.01	125.69	107,666.87
Required New Source Offsets		55.12	7.99	3,748.31
Required Grandfathered Offsets		0.00	0.00	0.00
Total Required Reductions and Offsets		1,013.13	133.68	111,415.18
	Reductions Achieved	2,903.79	707.30	266,467.36
Remaining Required Reductions		-1,890.66	-573.62	-155,052.18
	Documented Credit to Next Permit Cycle	1,890.66	573.62	155,052.18

5.1.C Means and Methods Planned for FY2022

The Town plans to continue implementing means and measures identified in Table 8. New reductions are likely to come from redevelopment, more stringent development, and continued shared-credit projects with Fairfax County.

The Town is partnering with Fairfax County on a Sugarland Run stream restoration project. This project is in the final concept design plan stage and will be presented to the public in the fall. The proposed project will restore approximately 1,120 linear feet of stream and has an anticipated construction start date of April 2022. While the project is in the Town, credit will be shared with Fairfax County and the Town of Vienna in accordance with the cooperative agreement.

5.2 Sugarland Run Bacteria TMDL Action Plan Status Report

In accordance with the MS4 permit, the Town was required to develop a Sugarland Run Bacteria TMDL Action Plan no later than May 1, 2021. See Appendix G for the certified plan. Most of the action items in the plan are scheduled to begin in FY22. Table 10 shows action items from the plan and will serve as the basis for reporting in the future.

Table 10 Sugarland Run Bacteria TMDL Action Plan – Schedule of Actions

Program Element	Description	Schedule	Progress
MS4 Program Plan	The Town will continue to implement the MS4 Program Plan, including elements related to bacteria.	See BMPs 1.B, 2.B, 3.D, and 6.D in the MS4 Program Plan.	See 3.1.B, 3.2.B, 3.3.D, and 3.6.D.
Clean Water Partners Program	The Town will continue to participate in the Northern Virginia Clean Water Partners program, which includes education on proper disposal of pet waste.	Ongoing. The work plan is developed annually in accordance with an agreement with the Northern Virginia Regional Commission.	See 3.1.D.
Sanitary Sewer Inspection Program	The Town will continue its sanitary sewer inspection program to ensure that there are no leaks or cross-connections that could impact the MS4.	Ongoing. Target of 20-35% of the system annually.	5% of the system in FY21.
Legal Authorities	The Town will implement the following legal authorities: Town Code Section 6-1 “Pooper Scooper” ordinance; Town Code Chapter 74, Article II – Sanitary sewer connection ordinance; Town Code Section 26-323 – Prohibition of illicit discharges; and, Chesapeake Bay Preservation Ordinance – Septic pump out requirements.	Ongoing.	The Town continued to implement all legal authorities.
Gold Course Wildlife Management Program	The Golf Course will continue to implement its wildlife management program.	December to March – Train staff on how to identify potential nesting sites and monitor designated areas, especially around ponds.	The Golf Course confirmed that it continued to implement the program.

Program Element	Description	Schedule	Progress
		February to March – Train Staff how to addle eggs. Addle is coating the egg with vegetable or corn oil, which deprives the embryo of oxygen. Late March and April – Locate nests and addle and/or remove eggs. Mid-May to mid-Summer – Harass geese so that they leave the property. This may include bird bangers, flashing lights, and remote control boats. Fall – resume harassment as necessary.	

APPENDIX A

What's On Herndon Newsletter

- Fertilizer Use
- Illicit Discharges

Town Calendar:

- Fertilizer Use
- Illicit Discharges/HHW

Social Media Posts:

- Law Care
- Pest Waste Disposal
- Illicit Discharge Reporting

Pet Waste Post Card and Brochure

Clean Water Partners FY2021 Annual Summary

Franssell, Jonathan

From: Town of Herndon <lori@herndon-va.ccsend.com> on behalf of Town of Herndon <information@herndon-va.gov>
Sent: Tuesday, June 8, 2021 5:06 PM
To: Franssell, Jonathan
Subject: Memorial Day Closings, Summer Hours for Trash pickup, Calendar Photo Competition and more

EXTERNAL EMAIL

TOWN OF Herndon WHAT'S on NEWS YOU CAN USE

May 27, 2021

Memorial Day Schedule

Town of Herndon government offices and services will be impacted by the Memorial Day holiday on Monday, May 31, as follows:

Town Offices
Closed Monday, May 31.

Memorial Day Observance
Chestnut Grove Cemetery, Avenue of Flags. Dawn to dusk. For more information, call (703) 481-1200.

Recycling Collection
Recycling normally collected on Monday will be collected Tuesday, June 1.

Herndon Community Center
Closed

Herndon Centennial Golf Course
Open 6am – 8pm

2022 Town Calendar Photo Competition

Photographers of *all* experience levels are invited to participate in this annual competition. Twelve winning photographs will be published in the Town of Herndon's 2022 Calendar, distributed in December to all town residences and businesses.

- Open to all photographers age 16 and older
- Subjects must be within corporate limits of the Town of Herndon
- Special consideration to entries depicting people, seasonal, or community events

Click here to email Arts Herndon for the entry form. Deadline for entries is June 7.

Shop Local at Herndon Farmers' Market

Browse in the open air for fresh produce, baked goods, prepared food, and more directly from local vendors at the Herndon Farmers' Market. Held Thursdays through Mid-November in Historic Downtown Herndon from 8am to 12:30 pm. See you at the Market!

Did you know?

Using too much fertilizer or other lawn products can cause water pollution, through runoff into local waters and the Chesapeake Bay. Please consider using non-toxic, slow-release or organic fertilizers, and perform a soil test to determine how much to apply.
And...
Yard refuse, gasoline, grease, oil - none of these belong in the town's storm drainage system. if you observe these illicit discharges, please report immediately to the town's Dept of Public Works, either through the *Herndon ON the Go* app or via email at public.works@herndon-va.gov.

Visit our website **Contact Us**

TOWN OF

Herndon

VIRGINIA

2021 CALENDAR AND TOWN SERVICES GUIDE

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
View upcoming Parks & Recreation programs and events at Herndon-va.gov/recreation	1	2 Groundhog Day Town Council Work Session 7pm	3 HDRB/ARB Work Session 7pm/7:30pm	4	5	6
7	8 Planning Commission Work Session 7pm	9 Town Council Public Hearing 7pm	10	11	12	13
14 Valentine's Day	15 President's Day Town Offices Closed Community Center Closed Golf Course Open 8am-4:30pm Recycling Collected Tues., Feb. 16	16 Town Council Work Session 7pm	17 Ash Wednesday HDRB/ARB Public Hearing 7pm/7:30pm	18	19	20
21	22 Planning Commission Public Hearing 7pm	23 Town Council Public Hearing 7pm	24	25 Board of Zoning Appeals 7pm	26	27
28				REMINDER: March 1 is the due date for business license renewal forms and payment.		

JANUARY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MARCH

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY 2021

Support the town's sustainability efforts – let's go green together!

HERNDON-VA.GOV

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
MARCH S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	MAY S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31		View upcoming Parks & Recreation programs and events at Herndon-va.gov/recreation	1 April Fool's Day	2	3
4 Easter Sunday Community Center Closed	5	6 Town Council Work Session 7pm	7 HDRB/ARB Work Session 7pm/7:30pm	8	9	10
11	12 Planning Commission Work Session 7pm	13 Ramadan Town Council Public Hearing 7pm	14	15 Federal Income Tax Due	16	17
18	19	20 Town Council Work Session 7pm	21 HDRB/ARB Public Hearing 7pm	22 Earth Day Opening Day Farmers' Market 8am-12:30pm Board of Zoning Appeals 7pm	23	24
25	26 Planning Commission Public Hearing 7pm	27 Town Council Public Hearing 7pm	28	29 Farmers' Market 8am-12:30pm	30 Arbor Day	

Spring Clean-Up (on your trash day only)

National Volunteer Week

APRIL 2021

Wait until autumn to fertilize your lawn. Spring is the best time to apply lime.

HERNDON-VA.GOV

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
APRIL S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	JUNE S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30				View upcoming Parks & Recreation holiday hours, programs and events at Herndon-va.gov/recreation	1 VA Income Taxes Due
2	3	4 Town Council Work Session 7pm	5 Cinco de Mayo HDRB/ARB Work Session 7pm/7:30pm	6 Farmers' Market 8am-12:30pm Big Truck Days 9am-3pm	7 Big Truck Days 9am-7pm Friday Night Live, Town Green 6:30pm-10:30pm	8
9 Mother's Day	10 Planning Commission Work Session 7pm	11 Town Council Public Hearing 7pm	12	13 Eid al-Fitr Farmers' Market 8am-12:30pm	14 Friday Night Live, Town Green 6:30pm-10:30pm	15 Armed Forces Day
16	17	18 Town Council Work Session 7pm	19 HDRB/ARB Public Hearing 7pm/7:30pm	20 Farmers' Market 8am-12:30pm	21 Friday Night Live, Town Green 6:30pm-10:30pm	22
23	24 Planning Commission Public Hearing 7pm	25 Town Council Public Hearing 7pm	26	27 Farmers' Market 8am-12:30pm Board of Zoning Appeals 7pm	28 Friday Night Live, Town Green 6:30pm-10:30pm	29
30	31 Memorial Day Town Offices Closed / Community Center Closed; Golf Course Open 6am-7pm; Memorial Day Observance & Avenue of Flags; Chestnut Grove Cemetery 10am; Recycling Collected Tues., June 1					

MAY 2021

Never dispose of oils, pesticides, or other chemicals on roadways or in storm drains.

Visit www.fairfaxcounty.gov/recycling for disposal options. Always dispose of pet waste properly.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 National Night Out Town Council Work Session 7pm	4 HDRB/ARB Work Session 7pm/7:30pm	5 Farmers' Market 8am-12:30pm	6 Friday Night Live, Town Green 6:30pm-10:30pm	7
8	9 Planning Commission Work Session 7pm	10 Town Council Public Hearing 7pm	11	12 Farmers' Market 8am-12:30pm	13 Friday Night Live, Town Green 6:30pm-10:30pm	14
15	16	17	18 HDRB/ARB Public Hearing 7pm/7:30pm	19 Farmers' Market 8am-12:30pm	20 Friday Night Live, Town Green 6:30pm-10:30pm	21
22	23 Planning Commission Public Hearing 7pm	24	25	26 Farmers' Market 8am-12:30pm Board of Zoning Appeals 7pm	27 Friday Night Live, Town Green 6:30pm-10:30pm	28
29	30	31	View upcoming Parks & Recreation programs and events at Herndon-va.gov/recreation			

JULY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

AUGUST 2021

REMINDER: The town does not collect household hazardous waste or electronics.
These items must be taken to Fairfax County's West Ox Road transfer station for proper disposal.

Herndon FY21 Social Media Posts

Lawn Care Education

Bacteria Education

Illicit Discharge Reporting

Town of Herndon, Virginia, Dog Waste Station Map

Location	#	Qty	West (-)	North (+)
TOWN OF HERNDON STATIONS				
Bready Park - Tennis bubble parking lot	1	1	77 23.592	38 58.463
Bready Park - Trail entrance	2	1	77 23.445	38 58.432
Bready Park - Community Center side	3			
Haley Smith Park - Parking lot	4	1	77 23.185	38 57.497
Runnymeade Park - Parking lot	5	1	77 22.145	38 58.368
Alabama Park - Entrance	6	1	77 24.038	38 58.060
Trailside Park - Parking lot and trail	7	1	77 23.909	38 58.742
Trailside Park - Herndon Parkway trail	8	1	77 23.864	38 58.678
Cuttermill Park - Trail entrance	9	1	77 24.281	38 58.688
Bruin Park - Trail entrance	10	1	77 23.219	38 57.912
Harding Park -Entrance	11	1	77 22.844	38 58.260
Spring Street Park - Trail	12	1	77 23.023	38 57.832
Stanton Park - Entrance	13	1	77 23.190	38 58.779
Across from HMC by gas house	14			
Sugarland Run Trail - Police station side	15	1	77 22.344	38 57.641
Sugarland Run Trail - Elden street side	16	1	77 22.297	38 58.004
Folly Lick Branch Trail - end	17	1	77 23.028	38 59.299
Folly Lick Branch Trail - End of Young Ave	18	1	77 23.218	38 59.0708
Folly Lick Branch Trail- Herndon Parkway	19	1	77 23.254	38 58.928
Herndon Parkway Rain Garden	20			
Total Town		17		
PRIVATE STATIONS				
Chandon Park	1	1	77 23.953	38 57.577
Chandon Park	2	1	77 23.952	38 57.576
Chandon Park	3	1	77 23.925	38 57.585
Chandon Park	4	1	77 23.905	38 57.588
Chandon Park	5	1	77 23.939	38 57.563
Chandon Park	6	1	77 23.913	38 57.567
Chandon Park	7	1	77 23.928	38 57.575
Jefferson Mews	8	1	77 23.416	38 57.956
Lifestyle Condos	9	1	77 23.477	38 57.998
Jefferson Mews	10	1	77 23.536	38 57.823
Jefferson Mews	11	1	77 23.537	38 57.966
Lifestyle Condos	12	1	77 23.421	38 57.974
Jefferson Mews	13	1	77 23.460	38 57.961
Jefferson Mews	14	1	77 23.409	38 57.921
Townes of Herndon	15	1	77 23.284	38 58.027
Townes of Herndon	16	1	77 23.199	38 57.941
Townes of Herndon	17	1	77 23.281	38 57.918
Fortnightly Square	18	1	77 23.274	38 58.321
W & OD Trail	19	1	77 23.304	38 58.336
W & OD Trail	20	1	77 23.568	38 58.533
Village at Herndon Mills	21	1	77 22.381	38 58.114
Village at Herndon Mills	22	1	77 22.355	38 58.212
Crestview Townhouses	23	1	77 22.304	38 58.128
Crestview Townhouses	24	1	77 22.284	38 58.233
Crestview Townhouses	25	1	77 22.242	38 58.256
Crestview Townhouses	26	1	77 22.361	38 58.242
Crestview Townhouses	27	1	77 22.329	38 58.225
Stuart Woods	28	1	77 22.134	38 58.246
Stuart Woods	29	1	77 22.108	38 58.137
Stuart Woods	30	1	77 22.159	38 58.100
Stuart Woods	31	1	77 21.913	38 58.145
Stuart Woods	32	1	77 22.063	38 58.066
Total Private		32		
TOTAL		**49**		

Town should replinish bags

1 Town Dog Waste Station and Number

1 Private Dog Waste Station and Number

This map was prepared by the Town of Herndon GIS 6/08/2011

PDF versions of this map may not print to indicated scale.

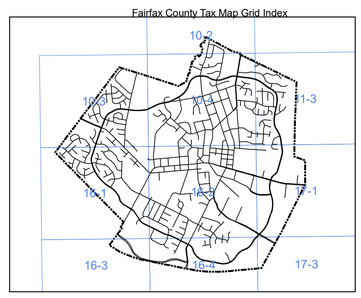
Please contact the appropriate Town department for source information for the features represented on this map.

For reference purposes only.

Sources:

- Attributes:
- Basemap: Fairfax County GIS
- Water Utilities: Town of Herndon

Fairfax County Tax Map Grid Index



1 inch = 493 feet

500 250 0 500 1,000 1,500 Feet

G:\public works\Engineering\Maps-Details-Forms-Photos\Dog Waste Map

Pet waste is a significant source of harmful bacteria such as E. Coli and fecal coliform. A single gram of pet waste contains an average of 23 million fecal coliform, and when not properly disposed of, can wash into nearby streams or be carried by run-off into storm drains. These storm drains do not connect to water treatment facilities. Instead, they drain directly into our streams, the Potomac River, and the Chesapeake Bay.

Pet owners must collect their animal's waste so it does not wash into drains or streams

5 green things you can do to reduce pet waste pollution

1. Always clean up after your pet
2. Never dispose of pet waste in a storm drain
3. Pick up and bag waste, place it in the trash
4. Flush pet waste down the toilet (but not kitty litter or debris)
5. Encourage other pet owners to be responsible

Town of Herndon
Public Works Department
777 Lynn Street
Herndon, VA 20170
Ph: 703-435-6856
Fax: 703-318-8492
http://www.herndon-va.gov/

When Nature Calls, **Please Pick Up... After Your Pet! It's** Your Doodie!

Town of Herndon Stormwater Management Program

Pet Waste Disposal, Water Quality and Your Health

Are You Risking Your Health?

When pet waste is left on the ground or disposed of improperly, water quality suffers and your health may be at risk also.

Children playing outside are at the highest risk of infection from bacteria and parasites found in pet waste. Flies may also spread diseases found in pet waste. Some of these bacteria and parasites include:

Campylobacteriosis – a bacterial infection carried by dogs and cats that frequently causes diarrhea in humans.

Salmonellosis – the most common bacterial infection transmitted to humans by other animals. Symptoms include fever, muscle aches, headache, vomiting, and diarrhea.

Toxocariasis – roundworms usually transmitted from dogs to humans, often without noticeable symptoms, but may cause vision loss, a rash, fever, or cough.

Toxoplasmosis – a parasite carried by cats that can cause birth defects if a woman becomes infected during pregnancy that can also be a problem for people with depressed immune systems.

Are you polluting our waters?

Did you know that Sugarland Run, Herndon's primary stream is impaired and exceeds Virginia's water quality standards for fecal coliform and/or E. coli bacteria?

Escherichia coli (E. coli) bacteria is present in the intestinal tracts of all warm-blooded animals and is an indicator that other pathogens may be present. For recreational waters, fecal coliform was the primary bacteria indicator until relatively recently, when EPA began recommending *E. coli* and enterococci as better indicators of health risk from water contact. Virginia has incorporated *E. coli* in the state water quality standards and monitors accordingly.

The nutrients and organic matter in pet waste can also cause significant water quality degradation. Excess nutrients can cause algae blooms that block sunlight and kill underwater vegetation. Decaying pet waste uses up dissolved oxygen in the water that fish, vegetation and other aquatic species rely on to live.

All streams in Herndon drain to the Potomac River and Chesapeake Bay. By picking up after our pets, the town can make a real contribution to improving our local water quality and the health of the Chesapeake Bay.

Simple Ways to Love Your Pet and the Environment!

Always clean up after your pet. Failure to do so on public property or the property of another is subject to a $250 fine (County Code §41.1-2-6).

Proper ways to dispose of pet waste include:

Bagging and placing pet waste in the trash

Flushing pet waste down the toilet (but not kitty litter or debris)

Never dispose of pet waste in a storm drain. These drains lead directly to local waterways.

Encourage other pet owners to be responsible. It is an important part of the responsibility of owning a pet. We all suffer the consequences of ignoring irresponsible pet owners.

The town has a **dog exercise area at Chandon Park**. Please contact our Department of Parks and Recreation at (703) 435-6868 or visit http://www.herndon-va.gov

Know what's yuckier than picking up dog poop?

Stepping in it! Know what's even more disgusting than that? Swimming in, fishing from or treating our drinking water from sources that have dog poop in them! Please pick up after your pooch.

Cleaning up pet waste is good for your health and the environment! Seriously. Pet waste left on the ground, especially near streets and sidewalks, gets washed into storms drains and drainage ditches which flow to your local waterway...without being treated! Bacteria, parasites, and viruses found in pet waste can be harmful to water quality and human health. Not only is picking up after your pooch the neighborly thing to do, it's the healthy thing to do... for you and the environment!

TOWN OF
Herndon
DEPARTMENT OF PUBLIC WORKS

ONLY RAIN
NO CONTAMINE
DOWN THE STORM DRAIN

Remember, Only Rain Down the Storm Drain!

www.herndon-va.gov
703-435-6853

IT'S UP TO YOU TO PREVENT WATER POLLUTION!

Follow these simple tips:

- Dispose of used motor oil and household hazardous waste through your local Household HazMat program;
- Wash your car at a commercial carwash, or in a location where the soapy water will not run into the storm drain;
- Sweep up dirt, grass clippings, other yard waste instead of washing them down the driveway and into the gutter.
- Avoid excess fertilizer or pesticide use;
- Always pick up pet waste from your yard or public area;

Photo: Burke Lake Park in Fairfax, VA
Source: Fairfax County Park Authority

Northern Virginia Clean Water Partners Annual Summary of Results July 1, 2020 – June 30, 2021

www.onlyrain.org

Polluted stormwater runoff is the number one cause of poor water quality in streams and rivers in Northern Virginia. When it rains and snows, the water runs off streets, driveways, yards and parking lots and mixes with pesticides, grass clippings, fertilizer, bacteria, road salt, and oil. All this pollution enters the storm drains on the street and is discharged directly to a stream. The runoff is not filtered or sent to a wastewater treatment facility.

To reduce the impacts of stormwater pollution, the Northern Virginia Clean Water Partners came together to change peoples' behavior through a public education campaign.

About the Partnership

The Northern Virginia Clean Water Partners is composed of a group of local governments, drinking water and sanitation authorities, and businesses that share the common goals to keep Northern Virginia residents healthy and safe by reducing the amount of pollution from stormwater runoff that reaches local creeks and rivers, and empower individuals to take action to reduce pollution.

To meet these goals, the Partners work together to:

- Identify high priority water quality issues for the region.
- Identify the target audience(s) for outreach.
- Educate the region's residents on simple ways to reduce pollution around their homes.
- Monitor changes in behavior through surveys and other data collection techniques; and
- Pilot new cost-effective opportunities for public outreach and education.

Membership is voluntary and each member makes an annual contribution to fund the program. By working together, the partners can leverage their funds to develop and place bilingual educational products with common messages and themes, thereby extending the campaign's reach.

Only Rain Down the Storm Drain is the motto of the partnership. The 2021 campaign helped to satisfy MS4 (Municipal Separate Storm Sewer System) Phase I and Phase II permit requirements for stormwater education and documenting changes in behavior.

For more information visit www.onlyrain.org

2021 Campaign Overview and Accomplishments

In 2021, the Northern Virginia Clean Water Partners selected the following high priority water quality issues to focus on for the Campaign:

- bacteria,
- nutrients,
- salt, and
- illicit discharge (i.e., motor oil, pesticides, and hhw).

The Partners identified the target audiences for these issues as pet owners, homeowners with a lawn or garden, home mechanics and do-it-yourselfers, and members of the public who apply winter salt. The campaign used television, print, internet advertising, Facebook, Twitter, and the Only Rain Down the Storm Drain website to distribute messages linked to specific stormwater issues, such as proper pet waste disposal, responsible fertilizer use on lawns and gardens, and proper disposal of detergents, paints, stains, and auto fluids.

In addition to the multi-media campaign, partners participated in local events to raise awareness and encourage positive behavior change in residents. The social media posts, television and internet ads featured the well-known national symbol of non-point source pollution, the rubber ducky.

771,115	Premium digital TV impressions* (cable network ads)
1,641,042	Total social media impressions (Facebook and Twitter)
48,095	Engagements with social media posts (Facebook and Twitter)
9,662	Visits to the **www.onlyrain.org** website
3,000	Storm drain labels distributed throughout the region
500	Survey Responses

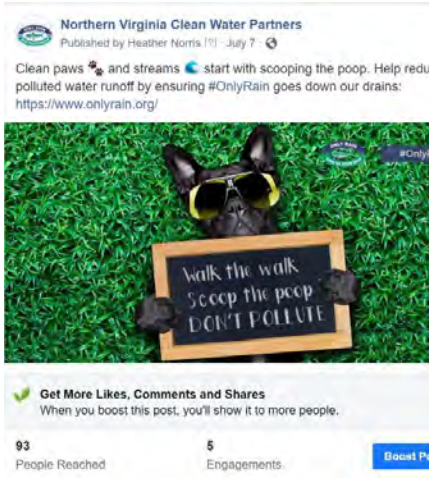
**Impressions are the number of times an ad appeared on a single television or computer screen.*

Throughout the campaign year, the Partners made the following efforts to educate the public and promote awareness of impacts of stormwater pollution:

- From July 2020 through June 2021, aired four Public Service Announcements (2 in English and 2 in Spanish) on 44 English language cable TV networks, and four Spanish language networks a total of 761,756 times. The ads featured messages on the importance of picking up pet waste and general household stormwater pollution reduction measures.

As a new strategy in 2020, the Partners contracted with a digital communications firm to develop and implement a social media campaign on Facebook and Twitter. The results so far have shown that these platforms are an effective way to engage with the target audiences.

- Since July 1, 2020, the Facebook page has gathered an additional 271 page likes and 275 fans.
- During this time there were 244 published posts, 46,875 post engagements, and 41,050 post clicks
- Facebook outreach campaigns reached 1,360,699 individuals and led to 23,820 clicks through to the website.



- Since July 1, 2020 the Clean Water Partners Twitter page has gained: 81,066 impressions, 1220 total engagements, 105 post link clicks, and 77 followers.
- We have tweeted 398 times leading to: 198 retweets and 199 likes.
- Continued to update and maintain the Northern Virginia Clean Water Partners website.

Stormwater Survey Results

The Partners conducted an online survey of 500 Northern Virginia residents to understand the general awareness of stormwater runoff, determine the effectiveness of the ads, aid in directing the future efforts of the campaign, and to reveal any changes in behavior.

General Awareness Findings:

Nearly half (47%) of respondents either don't know where storm water ends up or believes that it goes to a wastewater treatment plant. This indicates that there is a need to educate residents that stormwater drains are directly connected to local waterways.

Close to one third (29%) of respondents recalled seeing the ad on TV, Facebook, or Twitter after watching the video clip in the survey which is a statistically significant increase from 2020. This indicates that using social media to conduct outreach is an effective way to reach residents. Of those who recalled seeing the ads, 42 percent state they already take action to protect clean water, 46 percent state they now pick up their pet waste more often, 19 percent state that they now properly dispose of motor oil, and 32 percent state they plan to fertilize fewer times per year.

When shown the Only Rain Down the Storm Drain logo, 61 percent of the respondents recognized it compared to 54 percent in 2013. This increase indicates that **awareness of the logo has increased over time.**

Regardless of whether respondents have seen the ads or logo, 34 percent reported they had received information about reducing water pollution in the past 12 months. **The 2021 result was significantly higher than in 2018 (24%) and 2019 (22%).** Even though more than half of respondents feel at least somewhat confident that they would know where to report potential water pollution, only 53 percent would report water pollution if they saw it. Interestingly, 8 percent of respondents from Prince William County indicated they "definitely would not" report potential water pollution. This suggests **there is a need for education on what pollution may look like and encourage residents to report it if they see something.**

The majority (65%) of respondents indicated that they were aware their locality has a specific place to drop off household hazardous waste.

Understanding Behaviors

In addition to capturing responses to questions regarding the effectiveness of the campaign, the survey gathered information on the current behaviors and attitudes of Northern Virginia residents as they relate to pet waste management, lawn care, and motor oil disposal. Responses to these questions support the development of future messages and targeted promotion.

Interestingly, dog ownership increased significantly (14

percent) in the region since the COVID-19 pandemic began. **During this time, the percent of respondents reporting that they pick up dog waste on walks decreased by 12 percent.** This suggests that there is ample opportunity to do outreach to new pet owners about picking up waste.

The most important reason dog owners are motivated to pick up their pet's waste is because "It's what good neighbors do". The number of respondents choosing "It causes water pollution" as the main reason has fluctuated and was the fourth most common reason in 2021.

77% of lawn and garden owners fertilize their lawns at least once per year no matter what. **Among those who fertilize once a year, 19 percent fertilize in the spring and only six percent fertilize in the fall.** This suggests that there is room to educate residents of Northern Virginia that fertilizing in the fall is better for local waterways.

Among those who fertilize their lawn, only four percent of respondents indicated that they fertilize based on results of a soil test. Slightly less than one-third (29%) in 2021 leave their grass clippings on their lawn, while half (49%) bag their grass clippings for disposal indicating the need for education on "greener" lawn care practices.

After reading a description of a rain barrel, rain garden, and conservation landscaping, respondents were asked if they had implemented these features at their home or had heard about them. **In a significant increase over 2020 (6%), eleven percent reported having a rain barrel, while five percent reported having a rain garden, and twelve percent reported having conservation landscapes in their yard.**

Additionally, the percentage of respondents that reported never hearing of all three practices has decreased and the percentage of respondents interested in getting them has increased since 2020. This implies that general awareness and interest of these practices is increasing. T**here is a significant opportunity to continue to promote these practices to homeowners and build awareness of how they can reduce stormwater runoff.**

Consistent with past years, most respondents take their vehicle to a service station for oil changes (71%) or take used oil to a gas station or hazmat facility for recycling (15%). **However, approximately ten percent of Northern Virginians reported storing used motor oil in their garage, placing it in the trash or dumping it down the storm drain, sink or on the ground.**

Overall, the 2021 campaign demonstrated that using a multi-media approach that includes traditional cable TV, streaming TV, website, and social media platforms will reach a large portion of the population of Northern Virginia.

To keep moving the needle towards building a culture of water quality stewardship, there is a need to combine public outreach with community based social marketing tools.

The FY22 campaign will be utilizing additional tools such as: 1) an interactive on-line pledge to adopt a new clean water behavior, 2) new "made for social media" psa's for target audiences, 3) an e-newsletter, and 4) a Clean Water Facebook Group for people to interact with each other.

All the tools mentioned above will continue to shape a robust behavior change campaign that keeps pace with the ever-evolving ways that the people of Northern Virginia consume information.

NORTHERN VIRGINIA 2021
WATER QUALITY SURVEY

Although the entirety of the Northern Virginia region is in the Potomac River watershed, many Northern Virginians are underinformed about actions they can take to reduce pollution in stormwater runoff.

Where do you believe stormwater goes?

60% of NoVA residents think it eventually ends up in the Potomac River or Chesapeake Bay

AND

Around 40% of NoVA residents either don't know where it goes or believe **it goes to a wastewater treatment plant.**

59%

of Northern Virginians feel at least somewhat confident that they would know where to **report potential water pollution.**

BUT ONLY 53% are likely to report water pollution if they saw it.

About four in ten residents of Northern Virginia feel they are most **prevented from taking action** to protect clean water because they **DON'T KNOW WHAT TO DO.**

1/3

About of NoVA residents have seen or received **information about reducing water pollution** in the past 12 months.

Although improperly disposed pet waste is a major source of bacteria in stormwater,

ONLY 14%

of dog owners in Northern Virginia believe **water pollution** is the most important reason to pick up after your pet.

77% of lawn owners in Northern Virginia **fertilize** their lawn at least once a year.

ONLY 6% fertilize once in the Fall,

even though fertilizing **once a year in the fall** is better for local waterways.

71% of car/truck owners take their vehicle to a mechanic for oil changes

15% take used oil to a gas station or hazmat facility for disposal

10% store used oil in their garage, put it in the trash or dump it down the storm drain, sink or on the ground.

About 1/3 of NoVA residents are **unaware** of whether their locality has a specific place to drop off

HOUSEHOLD HAZARDOUS WASTE

One in five Northern Virginians

ARE INTERESTED IN GETTING A RAIN BARREL.

Only Rain Down the Drain

www.onlyrain.org

For more information:

Corey Miles
Senior Environmental Planner
703-642-4625
3040 Williams Drive, Suite 200
Fairfax, VA 22031
cmiles@novaregion.org

2021 Northern Virginia Clean Water Partners

Fairfax County | Arlington County | Loudoun County | Fairfax Water | City of Alexandria | City of Fairfax | City of Falls Church | City of Manassas | Town of Leesburg | Town of Dumfries | Prince William County | Northern Virginia Regional Commission | George Mason University | Virginia Coastal Zone Management Program | Fairfax County Public Schools | Prince William County Public Schools | Northern Virginia Soil and Water Conservation District

Virginia Coastal Zone MANAGEMENT PROGRAM

nvrc Northern Virginia Regional Commission

Summary prepared by NVRC on behalf of the Partners

August, 2021

APPENDIX B

Screen Shot of Town Stormwater Webpage with Required Information:

- MS4 Permit and Coverage Letter
- Most Current MS4 Program Plan
- Most Recent Annual Reports (FY19 and FY20)
- Illicit Discharge Reporting Function
- Information About Public Input and Complaints
- Town Sponsorship Protocol

Stormwater Management

The Department of Public Works is responsible for the maintenance and repair of the stormwater drainage system within the town. The town's storm drainage systems goes directly into our streams and drains into the Potomac River. The Potomac River is an important drinking water supply and drains into the Chesapeake Bay.

What is Stormwater?

Stormwater is caused by rain or snow melt. Excess stormwater that cannot infiltrate into the soil or be absorbed by vegetation washes pollutants like soil, litter, fertilizers, automotive fluids, detergents, and bacteria into our creeks, rivers, lakes and oceans. In heavy storms, stormwater can cause flooding and drainage problems. Stormwater runoff is a leading source of water pollution.

FEMA Flood Risk Study

Herndon's MS4 Plan to Reduce Stormwater Pollution

When rain falls on impervious areas such as rooftops, parking lots, roads, and driveways it picks up sediment, fertilizers, pesticides, bacteria, motor oil, and other pollutants generated by various land uses and human activities. When left uncontrolled, this pollution can harm aquatic habitats and make the water unsafe for human contact. Eventually, this pollution reaches the Potomac River and the Chesapeake Bay.

Under the Virginia Stormwater Management Program (VSMP) permit regulations, the Town is required to control pollution to the maximum extent practical and to develop a pollution prevention plan. This plan is known as a Municipal Separate Storm Sewer System Program Plan - or MS4 Plan for short. The Town's initial plan was developed in 2003.

State regulations require the Town to update the MS4 Program Plan. Linked below is the Town's current MS4 Program Plan. We encourage Town property owners and residents as well as the Town's business community to review and provide comments and concerns at the following contact information:

Department of Public Works
Town of Herndon
777 Lynn Street
Herndon, VA 20170
(703) 435-6853

You may also email us at: publicworks@herndon-va.gov

- Sugarland Run Bacteria TMDL Action Plan
- Chesapeake Bay TMDL Action Plan
- MS4 Program Plan
- MS4 2019 Annual Report
- MS4 2020 Annual Report
- MS4 Permit

Report an illicit discharge (Pollution into Storm Drain or Streams)
An Illicit Discharge is any discharge to the storm drainage system that is not composed entirely of stormwater

(Rain).

Land Disturbing Activities

- Checklist - Stormwater Management Plan Completeness
- Herndon and Fairfax Ordinance Comparison
- Site Plan Cover Sheet
- Termination Notice
- VSMP Permit Fees & Procedures
- VSMP Registration Statement

Requirements for Contractors

- Outdoor Material Storage
- Pesticides, Herbicides and Fertilizers
- Road, Street Parking Lot and Sidewalk Maintenance
- Snow and Deicing Operations
- Utility Construction and Maintenance
- Vehicle Equipment Maintenance & Cleaning

Stormwater Pollution Prevention & COVID-19

As per the CDC guidelines, many residents are using disposable masks and gloves while out in public. Gloves, masks and disinfectant wipes that are discarded on the ground or in a shopping cart pose a health risk to others. They also find their way into stormwater systems, clogging pipes, causing flooding and pollution. Please dispose of these items in a trash can. Consider keeping a bag in the car to put used gloves or masks in temporarily if a trash bin is not immediately available. Help us protect the health of our community and the Chesapeake Bay.

Tips for Businesses

Commercial properties can be a source of pollution due to solid waste containment issues, grease contamination, and wash water problems. By law, any discharge to the storm sewer system that is not composed entirely of stormwater runoff is considered illicit discharge. Owners of commercial establishments must provide solid waste containers with lids and shall maintain containers so that waste does not accumulate and is not carried by rainfall into storm drains or streams. Dispose of wash water inside and in utility sinks or floor drains and never outside where it can enter storm drains. Cooking grease and oil are required to be contained and recycled. Remember, ONLY RAIN DOWN THE DRAIN! For more information, please visit http://www.onlyrain.org/

- Automotive Shop Pollution Prevention
- Restaurant Pollution Prevention

Tips for Homeowners

When is the best time to Fertilize?

Hold on to your fertilizer! Contrary to popular practice, spring is not the time to fertilize your lawn. If you fertilize in early spring, the blades will grow at the expense of the roots developing. This can lead to disease and insect problems later in the season. In addition, you will have to mow the lawn more frequently. Proper springtime lawn care can help protect our waterways from pollutants and contribute to a healthy environment.

Fall is the best time to fertilize, when the roots that will sustain the plants through the following summer are actively growing. Even if you missed fall fertilization, you should limit spring fertilization to a light feeding (0.5 lbs. of 10-10-10 per 1000 sq. ft.) after the initial flush of growth has subsided in May or early June.

Lime, on the other hand, should be applied in early spring if soil tests show it is necessary. Soil testing kits can be obtained from all Fairfax County public libraries or from the Virginia Cooperative Extension office in the Government Center (Pennino building, 10th Floor) - there is a small fee for the soil analysis. Most lawn grasses grow best at a soil pH of 6.0 to 7.0. Your soil test report will provide recommendations on how much lime to apply. Also use the results of your soils test to determine how much fertilizer to apply in the fall. Applying too much fertilizer or spillage on sidewalks or driveways can cause stream pollution. For more information please visit http://www.onlyrain.org/

Household Hazardous and E-Waste

The town does not collect hazardous waste and electronics. Motor oil and other hazardous waste as well as E-Waste can be taken to Fairfax County's West Ox Road Transfer Station at no charge to Fairfax County residents (please click link for directions and hours).

Additional information:

Your lawn and clean water

Preventing stormwater pollution

Tips for Pet Owners

Did you know pet waste is a significant source of harmful bacteria such as E. Coli and fecal coliform? Local Pooper Scooper laws require owners to clean up pet excrement on public property or the property of another. Dispose of by bagging and placing in the trash, or by flushing down the toilet (no bags or kitty litter). Please take advantage of the many pet waste pickup stations found throughout the town and at Chandon Park's dog exercise area. Never dispose of pet waste in a storm drain or stream. Click here to view "When Nature Calls" brochure. For more information, please visit http://www.onlyrain.org/

Volunteer Opportunities

Protocol for Sponsorship of Non-governmental Volunteer Opportunities

The Town of Herndon welcomes volunteer participation via "Volunteer Fairfax", a non-profit agency that consolidates volunteer opportunities for the Fairfax County region. The Town of Herndon's Parks and

Recreation Department is the lead agency and coordinates with Volunteer Fairfax. The Parks Department also coordinates directly with corporate and other groups to find opportunities for volunteer participation in the town, including stream clean-ups. The Town's Urban Forester also coordinates directly with groups, including the Boy Scouts, to accomplish volunteer projects such as storm drain marking.

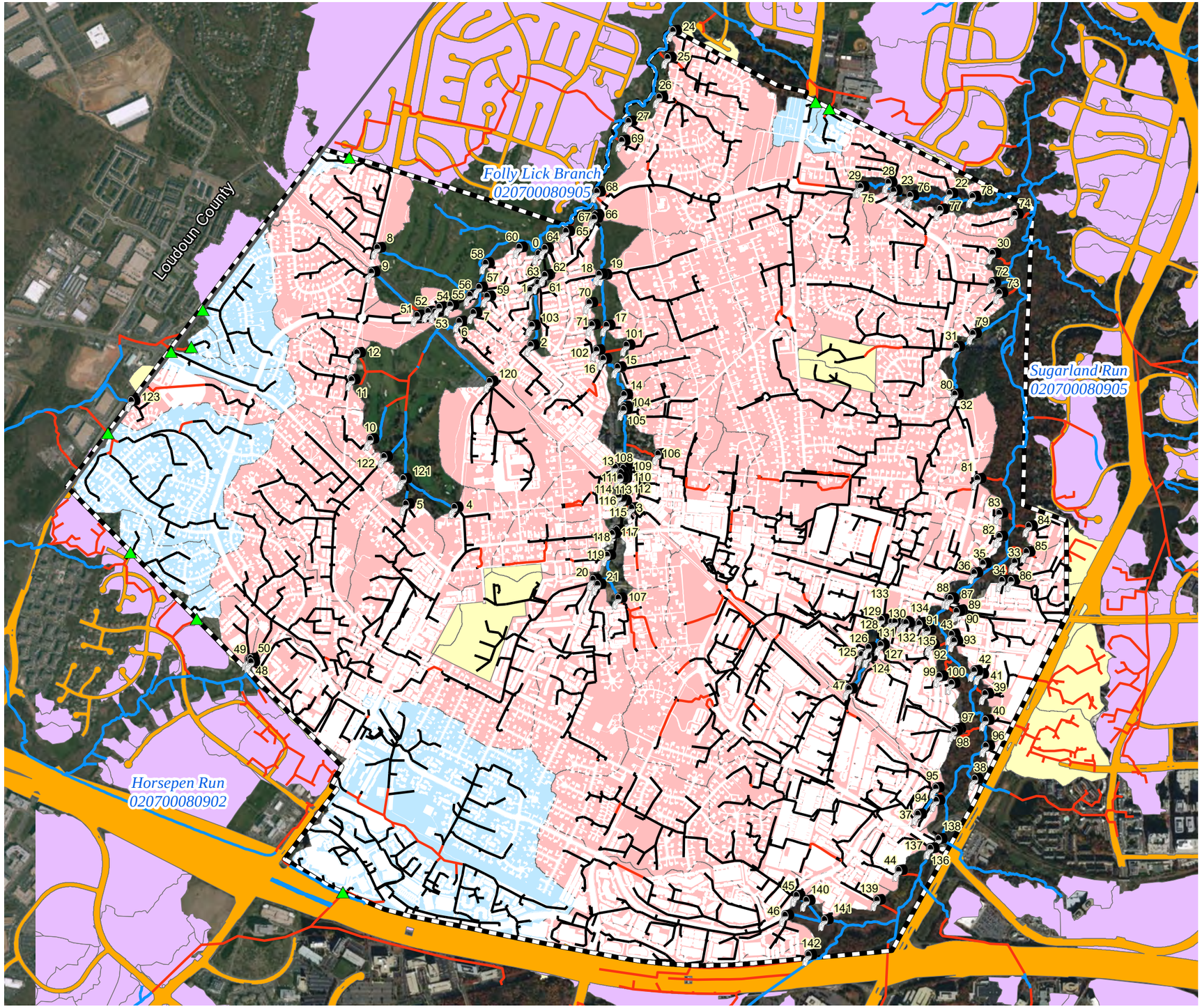
Non-governmental agencies contact either "Volunteer Fairfax" or the town directly and are then referred to the Parks Department for coordination with the appropriate volunteer opportunity. Please click here to be directed to the Parks and Recreation volunteer page for specific projects and a volunteer application.

APPENDIX C

MS4 Map and Outfall Information Table

Dry Weather Outfall Screening Results

HHW Information from Website



ID	Outfall UniqueID	ID	Outfall UniqueID	ID	Outfall UniqueID
0	Sufl0006.OF02	48	HCHC0020.OF01	96	Susu0041.OF26
1	Sufl0006.OF07	49	HCHC0020.OF03	97	Susu0041.OF23
2	Sufl0006.OF09	50	HCHC0020.OF02	98	Susu0041.OF24
3	Sufl0008.OF26	51	Sufl0007.OF15	99	Susu0041.OF18
4	Sufl0007.OF08	52	Sufl0007.OF14	100	Susu0041.OF19
5	Sufl0007.OF10	53	Sufl0007.OF13	101	Sufl0008.OF09
6	Sufl0007.OF02	54	Sufl0007.OF12	102	Sufl0008.OF08
7	Sufl0007.OF01	55	Sufl0007.OF11	103	Sufl0006.OF08
8	Sufl0006.OF15	56	Sufl0006.OF14	104	Sufl0008.OF13
9	Sufl0007.OF16	57	Sufl0006.OF12	105	Sufl0008.OF14
10	Sufl0007.OF06	58	Sufl0006.OF11	106	Sufl0008.OF15
11	Sufl0007.OF05	59	Sufl0006.OF13	107	Sufl0009.OF04
12	Sufl0007.OF04	60	Sufl0006.OF10	108	Sufl0008.OF16
13	Sufl0008.OF17	61	Sufl0006.OF06	109	Sufl0008.OF18
14	Sufl0008.OF12	62	Sufl0006.OF04	110	Sufl0008.OF20
15	Sufl0008.OF11	63	Sufl0006.OF05	111	Sufl0008.OF19
16	Sufl0008.OF10	64	Sufl0006.OF03	112	Sufl0008.OF21
17	Sufl0008.OF07	65	Sufl0006.OF01	113	Sufl0008.OF23
18	Sufl0008.OF04	66	Sufl0008.OF01	114	Sufl0008.OF22
19	Sufl0008.OF03	67	Sufl0008.OF02	115	Sufl0008.OF25
20	Sufl0009.OF02	68	Sufl0004.OF06	116	Sufl0008.OF24
21	Sufl0009.OF03	69	Sufl0004.OF05	117	Sufl0008.OF27
22	Susu0034.OF02	70	Sufl0008.OF05	118	Sufl0008.OF28
23	Susu0034.OF05	71	Sufl0008.OF06	119	Sufl0009.OF01
24	Sufl0004.OF01	72	Susu0038.OF02	120	Sufl0007.OF03
25	Sufl0004.OF02	73	Susu0038.OF03	121	Sufl0007.OF09
26	Sufl0004.OF03	74	Susu0033.OF01	122	Sufl0007.OF07
27	Sufl0004.OF04	75	Susu0034.OF07	123	HCHC0017.OF01
28	Susu0034.OF06	76	Susu0034.OF04	124	Susu0041.OF13
29	Susu0034.OF08	77	Susu0034.OF03	125	Susu0041.OF12
30	Susu0038.OF01	78	Susu0034.OF01	126	Susu0041.OF11
31	Susu0039.OF02	79	Susu0039.OF01	127	Susu0041.OF10
32	Susu0039.OF04	80	Susu0039.OF03	128	Susu0041.OF08
33	Susu0040.OF06	81	Susu0040.OF01	129	Susu0041.OF09
34	Susu0040.OF08	82	Susu0040.OF04	130	Susu0041.OF07
35	Susu0040.OF09	83	Susu0040.OF02	131	Susu0041.OF06
36	Susu0040.OF10	84	Susu0040.OF03	132	Susu0041.OF05
37	Susu0043.OF02	85	Susu0040.OF05	133	Susu0041.OF04
38	Susu0044.OF01	86	Susu0040.OF07	134	Susu0041.OF02
39	Susu0041.OF22	87	Susu0040.OF12	135	Susu0041.OF03
40	Susu0041.OF25	88	Susu0040.OF11	136	Susu0043.OF04
41	Susu0041.OF21	89	Susu0040.OF13	137	Susu0043.OF05
42	Susu0041.OF20	90	Susu0040.OF14	138	Susu0043.OF06
43	Susu0041.OF15	91	Susu0041.OF01	139	Susu0043.OF08
44	Susu0043.OF07	92	Susu0041.OF16	140	Susu0043.OF10
45	Susu0043.OF11	93	Susu0041.OF17	141	Susu0043.OF09
46	Susu0043.OF13	94	Susu0043.OF03	142	Susu0043.OF12
47	Susu0041.OF14	95	Susu0043.OF01		

MS4 Inteconnection
MS4 Outfall
Impervious Area
Town of Herndon

VDOT MS4
Streams
Hydrologic Connections
Storm Sewer

County MS4, County Responsibility
Flows to County MS4, Town Responsibility
Town MS4, Town Responsibility
Other County Responsibility (Schools; Flow from County to Town MS4)

N
W E
S

0 0.1 0.2 0.4 Miles

Town of Herndon
Town MS4 Responsibility
- 2355.5 Acres
- 1064.2 Impervious Acres

Outfall Information Table for FY21

UniqueID	Latitude	Longitude	MS4_Outfal	Stream	NHD_CODE	WQ_CATEGOR	IMP_CAUSE	TMDL	Acres	Dominant_Land_Use
Sufl0006.OF02	38.980134	-77.390576	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.54	RESIDENTIAL
Sufl0006.OF07	38.97877	-77.390987	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	3.38	RESIDENTIAL
Sufl0006.OF09	38.976691	-77.391006	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	11.48	RESIDENTIAL
Sufl0008.OF26	38.97048	-77.38622	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	5.18	COMMERCIAL
Sufl0007.OF08	38.97058	-77.3948	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	23.39	RESIDENTIAL
Sufl0007.OF10	38.97073	-77.39716	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	58.37	RESIDENTIAL
Sufl0007.OF02	38.977605	-77.394456	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	6.13	PLANNED UNITS
Sufl0007.OF01	38.977928	-77.393764	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	3.60	PLANNED UNITS
Sufl0006.OF15	38.98043	-77.39838	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	38.01	RESIDENTIAL
Sufl0007.OF16	38.97951	-77.39868	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	40.14	RESIDENTIAL
Sufl0007.OF06	38.9732	-77.39884	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	8.23	RESIDENTIAL
Sufl0007.OF05	38.97546	-77.3997	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	15.01	RESIDENTIAL
Sufl0007.OF04	38.97646	-77.39943	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	8.81	RESIDENTIAL
Sufl0008.OF17	38.972032	-77.386995	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	18.97	RESIDENTIAL
Sufl0008.OF12	38.97477	-77.38652	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	5.73	RESIDENTIAL
Sufl0008.OF11	38.975819	-77.386817	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	12.35	RESIDENTIAL
Sufl0008.OF10	38.976135	-77.387514	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	19.56	RESIDENTIAL
Sufl0008.OF07	38.977405	-77.387334	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	2.60	RESIDENTIAL
Sufl0008.OF04	38.979324	-77.387456	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	52.58	RESIDENTIAL
Sufl0008.OF03	38.979331	-77.38767	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	3.84	PLANNED UNITS
Sufl0009.OF02	38.96781	-77.38814	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	58.60	RESIDENTIAL
Sufl0009.OF03	38.9676	-77.38791	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	59.98	RESIDENTIAL
Susu0034.OF02	38.982235	-77.370644	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	5.94	RESIDENTIAL
Susu0034.OF05	38.982367	-77.373345	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	3.12	RESIDENTIAL
Sufl0004.OF01	38.988504	-77.383947	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.89	RESIDENTIAL
Sufl0004.OF02	38.987481	-77.384211	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	22.67	RESIDENTIAL
Sufl0004.OF03	38.986	-77.38464	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	26.49	RESIDENTIAL
Sufl0004.OF04	38.98509	-77.38615	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.92	RESIDENTIAL
Susu0034.OF06	38.982674	-77.373594	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	12.94	RESIDENTIAL
Susu0034.OF08	38.982513	-77.37504	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	69.42	RESIDENTIAL
Susu0038.OF01	38.97995	-77.368596	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	5.25	PLANNED UNITS
Susu0039.OF02	38.976415	-77.370413	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	36.05	RESIDENTIAL
Susu0039.OF04	38.974599	-77.370492	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	155.30	RESIDENTIAL
Susu0040.OF06	38.968256	-77.367717	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	5.69	RESIDENTIAL
Susu0040.OF08	38.967573	-77.368341	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	2.06	COMMERCIAL
Susu0040.OF09	38.968221	-77.369242	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	1.74	RESIDENTIAL
Susu0040.OF10	38.967883	-77.369668	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	11.70	RESIDENTIAL
Susu0043.OF02	38.958773	-77.372546	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	56.81	INDUSTRIAL
Susu0044.OF01	38.960078	-77.369762	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	0.64	INDUSTRIAL
Susu0041.OF22	38.963296	-77.36922	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	8.90	INDUSTRIAL
Susu0041.OF25	38.962304	-77.369213	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	2.98	INDUSTRIAL
Susu0041.OF21	38.964054	-77.369473	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	2.16	INDUSTRIAL
Susu0041.OF20	38.964182	-77.369733	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	1.10	INDUSTRIAL
Susu0041.OF15	38.965563	-77.370796	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	0.45	INDUSTRIAL
Susu0043.OF07	38.956661	-77.373493	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	9.16	PLANNED UNITS
Susu0043.OF11	38.955761	-77.378468	Y	Sugarland Run	2.07001E+12	3A	Not Assessed	Not Assessed	87.45	RESIDENTIAL

Updated Outfall Information Table for FY19

Susu0043.OF13	38.95502	-77.379024	Y	Sugarland Run	2.07001E+12	3A	Not Assessed	Not Assessed	83.68	PLANNED UNITS
Susu0041.OF14	38.963548	-77.375818	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	42.99	PLANNED UNITS
HCHC0020.OF01	38.964931	-77.404873	Y	Horsepen Run	2.07001E+12	3A	Not Assessed	Not Assessed	8.41	PLANNED UNITS
HCHC0020.OF03	38.964972	-77.404747	Y	Horsepen Run	2.07001E+12	3A	Not Assessed	Not Assessed	63.22	PLANNED UNITS
HCHC0020.OF02	38.964843	-77.404738	Y	Horsepen Run	2.07001E+12	3A	Not Assessed	Not Assessed	28.93	COMMERCIAL
Sufl0007.OF15	38.977859	-77.396498	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	0.06	RESIDENTIAL
Sufl0007.OF14	38.978	-77.395971	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	0.26	RESIDENTIAL
Sufl0007.OF13	38.97797	-77.395629	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	10.12	RESIDENTIAL
Sufl0007.OF12	38.978169	-77.395415	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.82	RESIDENTIAL
Sufl0007.OF11	38.978231	-77.394889	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	0.46	RESIDENTIAL
Sufl0006.OF14	38.978598	-77.393938	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	0.35	RESIDENTIAL
Sufl0006.OF12	38.978892	-77.393487	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	3.32	RESIDENTIAL
Sufl0006.OF11	38.979815	-77.393145	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.17	RESIDENTIAL
Sufl0006.OF13	38.97856	-77.39309	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.13	RESIDENTIAL
Sufl0006.OF10	38.980384	-77.391518	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.41	RESIDENTIAL
Sufl0006.OF06	38.979031	-77.390628	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	7.76	RESIDENTIAL
Sufl0006.OF04	38.979337	-77.390245	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	0.93	RESIDENTIAL
Sufl0006.OF05	38.979318	-77.390285	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.76	RESIDENTIAL
Sufl0006.OF03	38.980342	-77.390276	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.33	RESIDENTIAL
Sufl0006.OF01	38.980973	-77.389235	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.75	RESIDENTIAL
Sufl0008.OF01	38.981565	-77.387813	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	0.31	RESIDENTIAL
Sufl0008.OF02	38.981468	-77.387868	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	4.37	RESIDENTIAL
Sufl0004.OF06	38.982458	-77.38772	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	39.67	RESIDENTIAL
Sufl0004.OF05	38.984361	-77.386474	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	2.87	RESIDENTIAL
Sufl0008.OF05	38.978256	-77.388155	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	2.48	RESIDENTIAL
Sufl0008.OF06	38.97743	-77.388034	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.86	RESIDENTIAL
Susu0038.OF02	38.978849	-77.368638	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	37.33	PLANNED UNITS
Susu0038.OF03	38.978444	-77.368292	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	2.79	PLANNED UNITS
Susu0033.OF01	38.9814	-77.367504	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	6.03	RESIDENTIAL
Susu0034.OF07	38.982506	-77.374951	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	14.07	RESIDENTIAL
Susu0034.OF04	38.98216	-77.372546	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	0.39	RESIDENTIAL
Susu0034.OF03	38.981622	-77.371107	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	20.64	PLANNED UNITS
Susu0034.OF01	38.982092	-77.369539	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	1.10	RESIDENTIAL
Susu0039.OF01	38.976928	-77.36961	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	2.06	PLANNED UNITS
Susu0039.OF03	38.974634	-77.370509	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	2.14	RESIDENTIAL
Susu0040.OF01	38.97143	-77.369461	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	10.37	RESIDENTIAL
Susu0040.OF04	38.969236	-77.368439	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	3.54	RESIDENTIAL
Susu0040.OF02	38.970098	-77.368425	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	1.84	RESIDENTIAL
Susu0040.OF03	38.96962	-77.367011	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	4.64	RESIDENTIAL
Susu0040.OF05	38.968642	-77.367149	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	1.41	RESIDENTIAL
Susu0040.OF07	38.967553	-77.367897	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	10.15	COMMERCIAL
Susu0040.OF12	38.966939	-77.370965	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	3.95	COMMERCIAL
Susu0040.OF11	38.966912	-77.370856	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	3.34	COMMERCIAL
Susu0040.OF13	38.966474	-77.370444	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	14.49	INDUSTRIAL
Susu0040.OF14	38.966429	-77.370546	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	0.11	INDUSTRIAL
Susu0041.OF01	38.965733	-77.371983	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	0.76	INDUSTRIAL
Susu0041.OF16	38.96517	-77.371816	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	3.46	INDUSTRIAL

Updated Outfall Information Table for FY19

Susu0041.OF17	38.965294	-77.370696	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	1.51	INDUSTRIAL
Susu0043.OF03	38.959296	-77.371659	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	1.60	INDUSTRIAL
Susu0043.OF01	38.959757	-77.371655	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	14.52	INDUSTRIAL
Susu0041.OF26	38.961315	-77.36921	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	1.22	INDUSTRIAL
Susu0041.OF23	38.962007	-77.370583	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	6.30	INDUSTRIAL
Susu0041.OF24	38.96192	-77.370735	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	8.61	INDUSTRIAL
Susu0041.OF18	38.963989	-77.371431	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	2.60	INDUSTRIAL
Susu0041.OF19	38.96372	-77.370838	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	1.58	INDUSTRIAL
Sufl0008.OF09	38.976636	-77.386381	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	5.21	RESIDENTIAL
Sufl0008.OF08	38.976458	-77.387827	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	4.52	RESIDENTIAL
Sufl0006.OF08	38.977436	-77.390944	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.58	RESIDENTIAL
Sufl0008.OF13	38.974309	-77.386534	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	0.04	RESIDENTIAL
Sufl0008.OF14	38.974194	-77.386544	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	13.61	RESIDENTIAL
Sufl0008.OF15	38.972515	-77.384906	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	19.79	RESIDENTIAL
Sufl0009.OF04	38.967081	-77.386911	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	19.17	RESIDENTIAL
Sufl0008.OF16	38.972178	-77.386571	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.14	COMMERCIAL
Sufl0008.OF18	38.971994	-77.386594	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	5.95	COMMERCIAL
Sufl0008.OF20	38.971801	-77.38661	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	0.16	PLANNED UNITS
Sufl0008.OF19	38.971818	-77.386725	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	0.45	PLANNED UNITS
Sufl0008.OF21	38.971653	-77.386623	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	0.63	PLANNED UNITS
Sufl0008.OF23	38.971609	-77.386624	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	0.01	PLANNED UNITS
Sufl0008.OF22	38.971631	-77.386754	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	0.01	PLANNED UNITS
Sufl0008.OF25	38.970758	-77.386642	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	0.51	PLANNED UNITS
Sufl0008.OF24	38.970916	-77.386836	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.28	PLANNED UNITS
Sufl0008.OF27	38.969657	-77.386962	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	10.31	RESIDENTIAL
Sufl0008.OF28	38.969512	-77.38718	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	19.39	RESIDENTIAL
Sufl0009.OF01	38.968696	-77.387433	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	5.11	RESIDENTIAL
Sufl0007.OF03	38.975324	-77.393034	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	49.96	RESIDENTIAL
Sufl0007.OF09	38.971678	-77.397258	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	1.67	RESIDENTIAL
Sufl0007.OF07	38.972541	-77.398182	Y	Folly Lick Branch	2.07001E+12	3A	Not Assessed	Not Assessed	67.64	RESIDENTIAL
HCHC0017.OF01	38.974765	-77.41039	Y	Horsepen Run	2.07001E+12	3A	Not Assessed	Not Assessed	21.07	RESIDENTIAL
Susu0041.OF13	38.964737	-77.374842	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	12.85	INDUSTRIAL
Susu0041.OF12	38.964838	-77.375172	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	12.35	INDUSTRIAL
Susu0041.OF11	38.965097	-77.37484	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	1.23	INDUSTRIAL
Susu0041.OF10	38.965192	-77.374246	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	3.02	INDUSTRIAL
Susu0041.OF08	38.966143	-77.374218	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	166.78	RESIDENTIAL
Susu0041.OF09	38.966156	-77.374178	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	35.25	PLANNED UNITS
Susu0041.OF07	38.966065	-77.373705	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	0.55	COMMERCIAL
Susu0041.OF06	38.966061	-77.373542	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	0.89	COMMERCIAL
Susu0041.OF05	38.96606	-77.373101	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	1.21	COMMERCIAL
Susu0041.OF04	38.966018	-77.373017	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	0.92	COMMERCIAL
Susu0041.OF02	38.966002	-77.372367	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	1.00	COMMERCIAL
Susu0041.OF03	38.965959	-77.37236	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	0.52	COMMERCIAL
Susu0043.OF04	38.957839	-77.371549	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	0.76	INDUSTRIAL
Susu0043.OF05	38.957479	-77.371994	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	4.17	PLANNED UNITS
Susu0043.OF06	38.95747	-77.371952	Y	Sugarland Run	2.07001E+12	5A	Benthic-Macroinvertebrate Bioassessments	In Development for 2024	0.72	INDUSTRIAL
Susu0043.OF08	38.955561	-77.374573	Y	Sugarland Run	2.07001E+12	3A	Not Assessed	Not Assessed	7.47	INDUSTRIAL

Outfall Information Table for FY21

Susu0043.OF10	38.955575	-77.378001	Y	Sugarland Run	2.07001E+12	3A	Not Assessed	Not Assessed	1.34	INDUSTRIAL
Susu0043.OF09	38.954841	-77.377129	Y	Sugarland Run	2.07001E+12	3A	Not Assessed	Not Assessed	1.78	INDUSTRIAL
Susu0043.OF12	38.953501	-77.377927	Y	Sugarland Run	2.07001E+12	3A	Not Assessed	Not Assessed	13.24	PLANNED UNITS

Memorandum

To: Richard Smith, PE, Senior Civil Engineer, Town of Herndon

From: David Bulova, Project Manager, Wood
Ben Green, Planner, Wood

Date: March 4, 2021

Subject: 2021 Herndon Outfall Screening Results

Wood personnel conducted dry weather outfall screening for the Town of Herndon from January 8-21, 2021. Dry weather flow was noted at four of the 51 MS4 outfalls selected for screening. The full list can be found in the appendix. Personnel followed testing procedures outlined within the Town's Illicit Discharge Detection and Elimination Standard Operating Procedure (SOP). **All outfalls screened were characterized as "unlikely" for illicit discharges.**

Noted Outfalls and Characterizations

Flows were characterized with approximate volume, chemical constituents, and overall likelihood of illicit discharge. None of the flows require Town follow up. Flows ranged from 7.13 – 8.57 pH. None of the flows were found to have detectable levels of detergents or chlorine.

Overgrown Vegetation and Physical Condition

Five outfalls were noted for overgrown vegetation, preventing outfall drainage and causing backwater. In the case of one outfall, **Sufl0007.OF08**, there was significant damage to the concrete of the outfall due to possible undermining of infrastructure.

Confined Space Risk

Several outfalls initially identified for screening were removed from consideration due to confined space entry concerns. These outfalls were replaced with additional outfalls to ensure that the proper number of outfalls were screened. Wood staff receive confined space entry health and safety training, but were not equipped to perform confined space entries under this project. The outfalls are primarily located in the vicinity of the Residence Inn near the eastern intersection of Elden Street and Herndon Parkway. Outfalls that are inaccessible due to confined space concerns are listed below:

Sufl0008.OF19	**Sufl0008.OF21**	**Susu0041.OF02**
Susu0041.OF03	**Susu0041.OF06**	**Susu0041.OF09**
Susu0041.OF04	**Susu0041.OF07**	
Susu0041.OF03	**Susu0041.OF07**	

Trash Accumulation

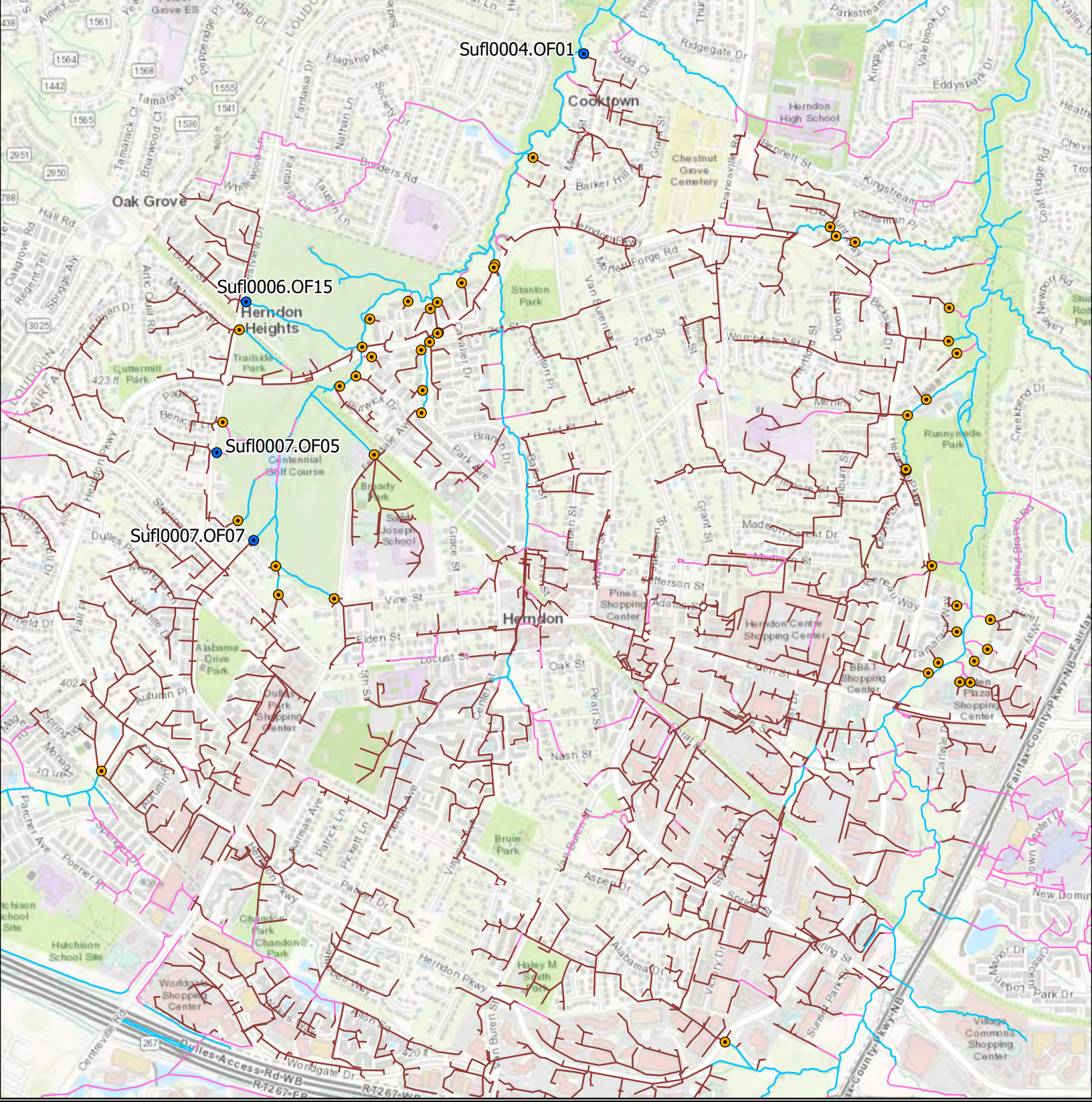
Seven outfalls were noted for the accumulation of trash in the surrounding area. These outfalls are shared with the Town as a point of reference for consideration for future clean-up efforts, or opportunities for community outreach.

HCHC0020.OF03	**Sufl0006.OF09**	**Susu0007.OF06**
Sufl0006.OF02	**Sufl0006.OF10**	**Susu0041.OF09**
Sufl0006.OF04	**Sufl0006.OF15**	

Appendix

Herndon Dry Weather Screening
2021

	Outfall ID	Stream Name	Date	Latitude	Longitude	Overall Outfall Characterization	Any Maintenance Issues or Other Concerns?
1	Sufl0007.OF16	Lower Folly Lick	1/8/2021	38.979669	-77.399099	Unlikely	None
2	Sufl0007.OF03	Lower Folly Lick	1/8/2021	38.975617	-77.392509	Unlikely	None
3	Sufl0004.OF04	Lower Folly Lick	1/8/2021	38.984855	-77.386015	Unlikely	None
4	Sufl0006.OF06	Lower Folly Lick	1/8/2021	38.97908	-77.390456	Unlikely	None
5	Sufl0008.OF02	Lower Folly Lick	1/8/2021	38.982892	-77.387507	Unlikely	Overgrown vegetation
6	Sufl0007.OF04	Lower Folly Lick	1/8/2021	38.976583	-77.39969	Unlikely	Overgrown vegetation; Outfall blocked from view
7	Sufl0008.OF01	Lower Folly Lick	1/8/2021	38.982859	-77.387886	Unlikely	Standing water
8	Sufl0007.OF05	Lower Folly Lick	1/8/2021	38.975642	-77.400527	Unlikely	None
9	Sufl0004.OF01	Lower Folly Lick	1/8/2021	38.988175	-77.383633	Unlikely	None
10	Sufl0006.OF15	Lower Folly Lick	1/8/2021	38.980656	-77.398795	Unlikely	Small amount of trash
11	Sufl0007.OF09	Upper Folly Lick	1/18/2021	38.971935	-77.397268	Unlikely	Debris
12	Sufl0006.OF05	Lower Folly Lick	1/18/2021	38.979344	-77.390203	Unlikely	None
13	Susu0043.OF11	Upper Sugarland Run	1/18/2021	38.955858	-77.378376	Unlikely	Standing water
14	Sufl0007.OF10	Upper Folly Lick	1/18/2021	38.970788	-77.397813	Unlikely	Standing water
15	HCHC0020.OF03	Horsepen Run	1/18/2021	38.964726	-77.405043	Unlikely	Trash and debris
16	Sufl0006.OF04	Lower Folly Lick	1/18/2021	38.979347	-77.390249	Unlikely	Trash and debris
17	Sufl0007.OF06	Upper Folly Lick	1/18/2021	38.973292	-77.399029	Unlikely	Trash and debris
18	Sufl0006.OF09	Lower Folly Lick	1/18/2021	38.976692	-77.390944	Unlikely	Trash and sediment present
19	Sufl0007.OF08	Upper Folly Lick	1/18/2021	38.97066	-77.394767	Unlikely	Vegetation causing backwater to height of approx. 3 ft
20	Sufl0007.OF07	Upper Folly Lick	1/18/2021	38.972601	-77.398185	Unlikely	None
21	Sufl0006.OF11	Lower Folly Lick	1/19/2021	38.979793	-77.393136	Unlikely	Debris
22	Sufl0007.OF01	Lower Folly Lick	1/19/2021	38.978063	-77.393709	Unlikely	Leaves and organic matter
23	Sufl0006.OF08	Lower Folly Lick	1/19/2021	38.977432	-77.390902	Unlikely	Leaves and organic matter
24	Sufl0007.OF02	Lower Folly Lick	1/19/2021	38.977522	-77.394301	Unlikely	None
25	Sufl0006.OF13	Lower Folly Lick	1/19/2021	38.97854	-77.393456	Unlikely	None
26	Sufl0006.OF09	Lower Folly Lick	1/19/2021	38.980187	-77.390571	Unlikely	None
27	Sufl0006.OF07	Lower Folly Lick	1/19/2021	38.978725	-77.391072	Unlikely	Riprap obstructing flow
28	Sufl0006.OF01	Lower Folly Lick	1/19/2021	38.980944	-77.389264	Unlikely	Some sediment
29	Sufl0006.OF12	Lower Folly Lick	1/19/2021	38.978904	-77.394471	Unlikely	Standing water
30	Sufl0006.OF10	Lower Folly Lick	1/19/2021	38.980424	-77.391517	Unlikely	Trash and debris
31	Sufl0006.OF02	Lower Folly Lick	1/19/2021	38.980966	-77.389162	Unlikely	Trash and debris
32	Susu0040.OF08	Lower Sugarland Run	1/20/2021	38.967628	-77.368268	Unlikely	Debris
33	Susu0040.OF02	Lower Sugarland Run	1/20/2021	38.970104	-77.368433	Unlikely	Debris
34	Susu0040.OF05	Lower Sugarland Run	1/20/2021	38.966624	-77.366859	Unlikely	Leaves
35	Susu0040.OF04	Lower Sugarland Run	1/20/2021	38.969264	-77.368389	Unlikely	Leaves and sediment
36	Susu0040.OF10	Lower Sugarland Run	1/20/2021	38.967863	-77.369496	Unlikely	None
37	Susu0039.OF03	Lower Sugarland Run	1/20/2021	38.974382	-77.371002	Unlikely	None
38	Susu0039.OF04	Lower Sugarland Run	1/20/2021	38.974382	-77.371002	Unlikely	None
39	Susu0040.OF06	Lower Sugarland Run	1/20/2021	38.968296	-77.367637	Unlikely	None
40	Susu0040.OF03	Lower Sugarland Run	1/20/2021	38.969598	-77.366952	Unlikely	None
41	Susu0040.OF09	Lower Sugarland Run	1/20/2021	38.968274	-77.369243	Unlikely	Rock and debris
42	Susu0040.OF07	Lower Sugarland Run	1/20/2021	38.967525	-77.367858	Unlikely	Vegetation causing backwater
43	Susu0040.OF01	Lower Sugarland Run	1/20/2021	38.971377	-77.369587	Unlikely	Vegetation causing backwater
44	Susu0038.OF03	Lower Sugarland Run	1/21/2021	38.978478	-77.368369	Unlikely	Leaves and sediment
45	Susu0039.OF01	Lower Sugarland Run	1/21/2021	38.976946	-77.369629	Unlikely	None
46	Susu0038.OF01	Lower Sugarland Run	1/21/2021	38.979971	-77.368616	Unlikely	None
47	Susu0034.OF04	Lower Sugarland Run	1/21/2021	38.982211	-77.372585	Unlikely	None
48	Susu0034.OF05	Lower Sugarland Run	1/21/2021	38.982377	-77.373437	Unlikely	None
49	Susu0034.OF06	Lower Sugarland Run	1/21/2021	38.982766	-77.373675	Unlikely	None
50	Susu0039.OF02	Lower Sugarland Run	1/21/2021	38.976348	-77.370434	Unlikely	Standing water
51	Susu0038.OF02	Lower Sugarland Run	1/21/2021	38.978921	-77.368713	Unlikely	Standing water



Herndon IDDE Outfalls: 2021

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Date Exported: 3/2/2021

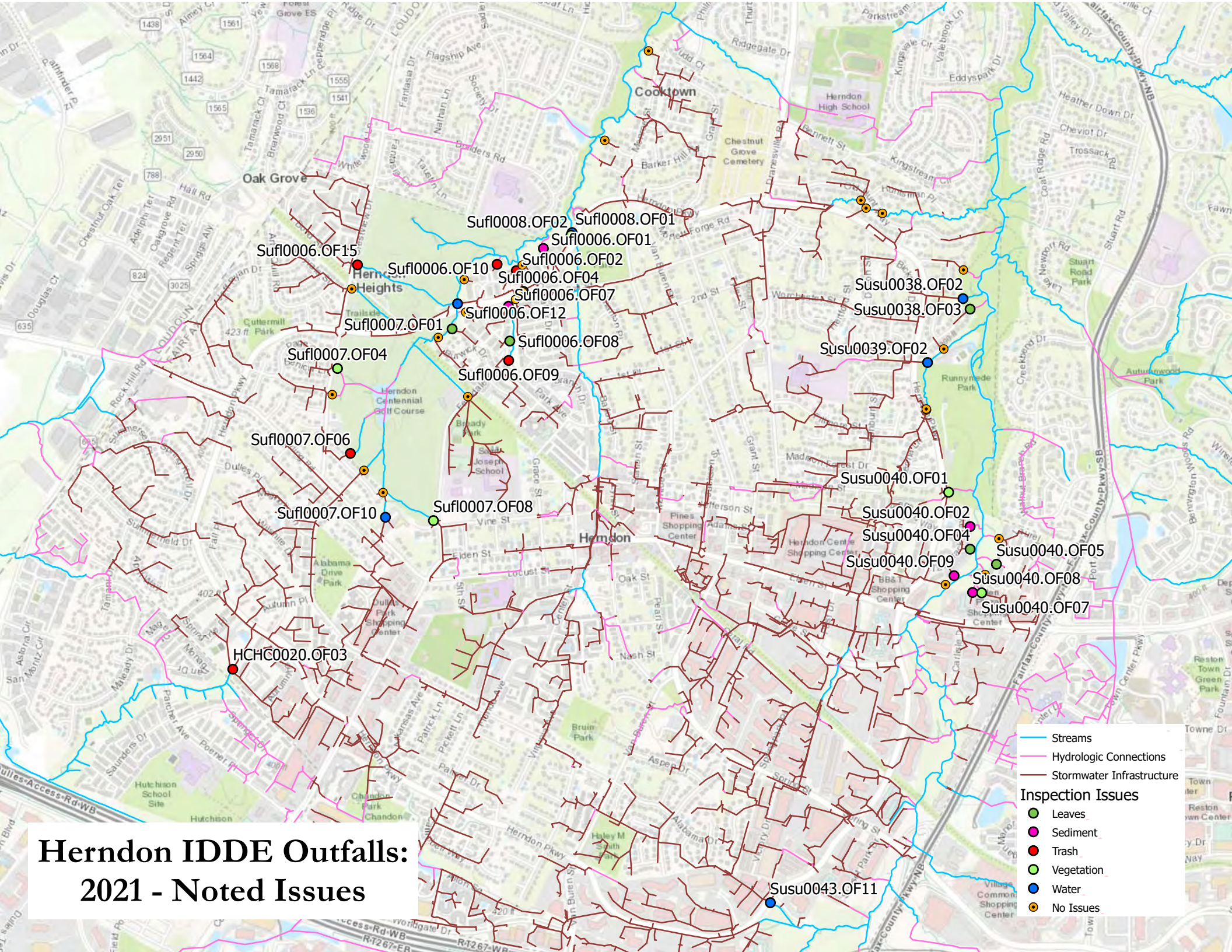
- No Flow
- Flow
- Streams
- Hydrologic Connections
- Stormwater Infrastructure

Stream	Unique ID	Inspection Issues
Folly Lick Branch	Sufl0006.OF02	Trash
Folly Lick Branch	Sufl0006.OF07	Sediment
Folly Lick Branch	Sufl0006.OF09	Trash
Folly Lick Branch	Sufl0007.OF08	Vegetation
Folly Lick Branch	Sufl0007.OF10	Water
Folly Lick Branch	Sufl0007.OF02	
Folly Lick Branch	Sufl0007.OF01	Leaves
Folly Lick Branch	Sufl0006.OF15	Trash
Folly Lick Branch	Sufl0007.OF16	
Folly Lick Branch	Sufl0007.OF06	Trash
Folly Lick Branch	Sufl0007.OF05	
Folly Lick Branch	Sufl0007.OF04	Vegetation
Sugarland Run	Susu0034.OF05	

Stream	Unique ID	Inspection Issues
Folly Lick Branch	Sufl0004.OF01	
Folly Lick Branch	Sufl0004.OF04	
Sugarland Run	Susu0034.OF06	
Sugarland Run	Susu0038.OF01	
Sugarland Run	Susu0039.OF02	Water
Sugarland Run	Susu0039.OF04	
Sugarland Run	Susu0040.OF06	
Sugarland Run	Susu0040.OF08	Sediment
Sugarland Run	Susu0040.OF09	Sediment
Sugarland Run	Susu0040.OF10	
Sugarland Run	Susu0043.OF11	Water
Horsepen Run	HCHC0020.OF03	Trash
Folly Lick Branch	Sufl0006.OF12	Water

Stream	Unique ID	Inspection Issues
Folly Lick Branch	Sufl0006.OF11	
Folly Lick Branch	Sufl0006.OF13	
Folly Lick Branch	Sufl0006.OF10	Trash
Folly Lick Branch	Sufl0006.OF06	
Folly Lick Branch	Sufl0006.OF04	Trash
Folly Lick Branch	Sufl0006.OF05	
Folly Lick Branch	Sufl0006.OF03	
Folly Lick Branch	Sufl0006.OF01	Sediment
Folly Lick Branch	Sufl0008.OF01	Water
Folly Lick Branch	Sufl0008.OF02	Vegetation
Sugarland Run	Susu0038.OF02	Water
Sugarland Run	Susu0038.OF03	Leaves
Sugarland Run	Susu0034.OF04	

Stream	Unique ID	Inspection Issues
Sugarland Run	Susu0039.OF01	
Sugarland Run	Susu0039.OF03	
Sugarland Run	Susu0040.OF01	Vegetation
Sugarland Run	Susu0040.OF04	Leaves
Sugarland Run	Susu0040.OF02	Sediment
Sugarland Run	Susu0040.OF03	
Sugarland Run	Susu0040.OF05	Leaves
Sugarland Run	Susu0040.OF07	Vegetation
Folly Lick Branch	Sufl0006.OF08	Leaves
Folly Lick Branch	Sufl0007.OF03	
Folly Lick Branch	Sufl0007.OF09	
Folly Lick Branch	Sufl0007.OF07	


Herndon IDDE Outfalls:
2021 - Noted Issues
Sufl0008.OF02
Sufl0008.OF01
Sufl0006.OF01
Sufl0006.OF15
Sufl0006.OF10
Sufl0006.OF02
Sufl0006.OF04
Sufl0006.OF07
Sufl0006.OF12
Sufl0007.OF01
Sufl0006.OF08
Sufl0007.OF04
Sufl0006.OF09
Sufl0007.OF06
Sufl0007.OF10
Sufl0007.OF08
HCHC0020.OF03
Susu0038.OF02
Susu0038.OF03
Susu0039.OF02
Susu0040.OF01
Susu0040.OF02
Susu0040.OF04
Susu0040.OF05
Susu0040.OF09
Susu0040.OF08
Susu0040.OF07
Susu0043.OF11
Streams
Hydrologic Connections
Stormwater Infrastructure
Inspection Issues
Leaves
Sediment
Trash
Vegetation
Water
No Issues

Trash and Recycling

Residents can help provide safer working conditions for our workforce by following these Best Practices.

Glass Recycling

The Town of Herndon has joined Fairfax County's program to recover and recycle glass. Glass is no longer included as part of the town's single stream recycling process. Glass should not be placed in your curbside pick-up recycling containers.

Herndon and Fairfax County have established a glass only recycling drop off container, which is located at the entrance to the Herndon Public Works Shops at 1479 Sterling Road. Residents are encouraged to bring their glass to the town's "Purple Dumpster" drop off container, reuse glass containers or if not possible, glass should be placed in the trash for disposal.

Did you know that the fee paid by citizens for recycling collection offsets, but doesn't cover, the cost of the service? Click here for background on trash and recycling fees in the Town of Herndon.

Please use the trash collection map to determining your collection days.

Document Shredding Events (sponsored by Fairfax County)

Automated Residential Curbside Collection Program

Collection Services

Composting

Containers

Hazardous Waste & E-Waste

The town does not collect hazardous waste and electronics. Motor oil and other hazardous waste as well as E-Waste can be taken to Fairfax County's West Ox Road Transfer Station at no charge to Fairfax County residents (please click link for directions and hours).

Recycling

Solid Waste Ordinance, Chapter 63

Special Collections

Spring Clean-up

Trash Collection Schedule

Yard Waste & Leaf Collection

EVENTS

No results found.

CONTACT

DPW Operations
(703) 435-6860
publicworks@herndon-va.gov

Department of Public Works, Trash and Recycling
(703) 435-6856
publicworks@herndon-va.gov

APPENDIX D

Certifications:

- Dual Combined Administrator
- Erosion and Sediment Control
- Stormwater Management Inspector

COMMONWEALTH OF VIRGINIA

State Water Control Board

1111 East Main Street, Richmond, Virginia 23219

Dual

Combined Administrator

Jonathan Richard Franssell

CERTIFICATE NUMBER
DCA0378

EXPIRATION DATE
6/15/2024

DEQ
VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

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

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

Dual

Combined Administrator

Jonathan Richard Franssell

Certificate Number	Expiration Date
DCA0378	6/15/2024

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

Dual

Combined Administrator

Jonathan Richard Franssell

Certificate Number	Expiration Date
DCA0378	6/15/2024

COMMONWEALTH OF VIRGINIA

State Water Control Board

629 East Main Street, Richmond, Virginia 23219

EROSION AND SEDIMENT CONTROL

Inspector

Scott Aulton Brodbeck

CERTIFICATE NUMBER

ESIN0989

EXPIRATION DATE

8/7/2021

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

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

EROSION AND SEDIMENT CONTROL
Inspector
Scott Aulton Brodbeck

Certificate Number
ESIN0989

Expiration Date
8/7/2021

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

EROSION AND SEDIMENT CONTROL
Inspector
Scott Aulton Brodbeck

Certificate Number
ESIN0989

Expiration Date
8/7/2021

COMMONWEALTH OF VIRGINIA

State Water Control Board

1111 East Main Street, Richmond, Virginia 23219

EROSION AND SEDIMENT CONTROL

Plan Reviewer

Scott Aulton Brodbeck

CERTIFICATE NUMBER

ESPR0280

EXPIRATION DATE

7/22/2023

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

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

EROSION AND SEDIMENT CONTROL
Plan Reviewer
Scott Aulton Brodbeck

Certificate Number
ESPR0280

Expiration Date
7/22/2023

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

EROSION AND SEDIMENT CONTROL
Plan Reviewer
Scott Aulton Brodbeck

Certificate Number
ESPR0280

Expiration Date
7/22/2023

COMMONWEALTH OF VIRGINIA

State Water Control Board

629 East Main Street, Richmond, Virginia 23219

STORMWATER MANAGEMENT

Inspector

Scott Aulton Brodbeck

CERTIFICATE NUMBER

SWIN1428

EXPIRATION DATE

8/30/2021

DEQ
VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

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

STORMWATER MANAGEMENT

Inspector

Scott Aulton Brodbeck

Certificate Number
SWIN1428

Expiration Date
8/30/2021

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

STORMWATER MANAGEMENT

Inspector

Scott Aulton Brodbeck

Certificate Number
SWIN1428

Expiration Date
8/30/2021

APPENDIX E

Summary of BMPs and Inspections:

- Public Facility Inspections
- Private Facility Inspections
- Fairfax County Facility

Town Owned/Operated Facilities
Inspection Results FY21

Wood BMP Database ID	Herndon Legacy ID	VA BMP Warehouse ID	Type	Plan Name	Address	Inspection Outcome - Level of Maintenance Required	Date Inspected
16-2-119	0164 19 A1	DEQSWM-2001-000019188	Dry Detention Ponds	Presidents Court	Van Buren & Senate Ct	Routine	12/8/2020
10-3-61	0103 02 0007D	DEQSWM-2013-000017941	Dry Extended Detention Pond	Town Shop Wetlands	1481 Sterling Rd	Routine	12/9/2020
10-2-86	0104 02 0051	DEQSWM-2008-000017207	Dry Extended Detention Ponds	Chestnut Grove Cemetry Improvements	831 Dranesville Rd	Routine	12/15/2020
10-4-146	0104 32 B	DEQSWM-1996-000018733	Dry Extended Detention Ponds	Dominion Ridge Pond 1	1300 Monroe St	Routine	12/15/2020
10-2-145	0102 17 A	DEQSWM-1996-000018734	Dry Extended Detention Ponds	Dominion Ridge Pond 2	1310 Monroe St	Routine	12/15/2020
11-3-104	0113 24 A	DEQSWM-2004-000019562	Dry Extended Detention Pond	Royal Elm Estates	904 Royal Elm Ct	Routine	12/15/2020
11-3-130	0171 22 A	DEQSWM-1998-000018885	Dry Extended Detention Ponds	Runnymeade Manor	behind 925 Leona Ln	Routine	12/15/2020
10-3-148	0103 09 S	DEQSWM-1994-000018600	Dry Detention Ponds	Four Seasons	196 Springknoll Dr (behind)	Routine	1/11/2021
10-4-150	0104 07 A2	DEQSWM-1991-000018425	Dry Detention Ponds	Trinity Church	651 Dranesville Rd	Routine	1/11/2021
10-4-141	0104-42-0000	DEQSWM-1996-000018740	Dry Detention Ponds	VDOT Herndon Pkway at Holly Creek	near Young Ave	Routine	1/11/2021
10-4-143	0104-02-0014	DEQSWM-1996-000018737	Dry Detention Ponds	VDOT Herndon Pkway at OD Trail	golf course pond	Routine	1/11/2021
10-4-48	0104 02 0009	MTD-2003-000037597	Oil/Grit Separator	Golf Course Maint. Facility	Crestview Drive and Old Heights	Routine	1/12/2021
16-2-59	0162-02-0301A	MTD-1994-000037500	Oil/Grit Separator	Herndon Municipal Center - Oil/Grit Sep. #1	768 Center St	Routine	1/12/2021
16-2-60	0162-02-0301A	MTD-1994-000037499	Oil/Grit Separator	Herndon Municipal Center - Oil/Grit Sep. #2	768 Center St	Routine	1/12/2021
10-4-203	0104 02 0012A, 0013	<Null>	Dry Extended Detention Ponds	Herndon Comm Ct. Addition Ph. 4 Expansion	814 Ferndale Ave	Not inspected. Could not be located during site visit. No site plan documentation or DEQ ID; may have been entered in error. Town is	1/14/2021
10-4-90	0103 02 0013F	DEQSWM-2007-000017116	Dry Extended Detention Ponds	Herndon Comm Ct. Addition Ph. 4 Expansion	814 Ferndale Ave	Routine	1/14/2021
10-4-92	0104 1201 A	DEQSWM-2007-000017085	Infiltration Trench	Addition to Herndon Station	893 Ballou St	Routine	2/15/2021
10-3-180	0103 02 0007E	<Null>	Underground Detention - Oil Interceptor	Town Shop Oil Grit Separator	1481 Sterling Rd	This facility was determined to be connected to the sanitary sewer system and not inspected. Will be removed from Town BMPs.	2/17/2021
10-4-96	0104 38 A	DEQSWM-2005-000019652	Infiltration Trench	Monroe Place	1006 Young Ave	Routine	2/24/2021
16-4-125	0164 02 0015	DEQSWM-2000-000019050	Dry Detention Ponds & Hydrodynamic	Hawthorn Suites	467 Herndon Pkwy	Routine	3/5/2021
10-3-63	0103-02-0020	DEQSWM-2011-000017711	Bioretention Filter	Trailside Park Skatepark	1022 Crestview Dr	Routine	4/16/2021
16-4-118	0164-25	DEQSWM-2001-000019189	Dry Detention Ponds	VDOT/Fairbrook Bus Park	<Null>	Not inspected. Inaccessible due to fencing and redevelopment in the area. Will attempt inspection at later date.	<Null>

Privately Owned/Operated Facilities
Inspection Results FY21

Wood BMP Database ID	Herndon Legacy ID	VA BMP Warehouse ID	Type	Plan Name	Address	Inspection Outcome - Level o	Date Inspected
16-3-134	0163 02 0002B	DEQSWM-1996-000020643	Dry Detention Ponds	Worldgate Residential	Alton Sq	Routine	12/8/2020
16-2-113	0162 36 A	DEQSWM-2002-000019314	Dry Detention Ponds	Spring Glen	beside 491 Spring St	Routine	12/8/2020
16-4-126	0164 02 0028B1	DEQSWM-2000-000019049	Dry Detention Ponds	Worldgate-Boston Property	corner of Worldgate Dr and Van Buren St	Routine	12/8/2020
16-2-197	0162-52	<Null>	Perm. Pavers	Junction Square	Elden & Monroe St's	Routine	12/9/2020
16-3-136	0163 02 0002D A	DEQSWM-1996-000020642	Dry Detention Ponds	Worldgate Commercial_X1	Worldgate Dr	Routine	12/9/2020
16-3-144	0163 02 0002D B	DEQSWM-1996-000018736	Dry Detention Ponds	Worldgate Commercial _X2	Worldgate Dr	Routine	12/9/2020
10-4-91	0104 53A 0000	DEQSWM-2007-000017087	Dry Extended Detention Pond	Herndon United Methodist Church	701 Bennett St	Routine	12/15/2020
16-1-199	0161 02 0019 CA	<Null>	Dry Detention Ponds & Hydrodynamic Structures	Amphora Comm UD	1151 Elden St	Routine	1/7/2021
16-2-219	0162 02 0210	<Null>	Filtering Practices	Safeway #1689, Herndon	413 Elden St	Routine	1/7/2021
16-2-220	0162 02 0209	<Null>	Underground Sand Filter	Safeway #1689, Herndon	413 Elden St	Routine	1/7/2021
16-1-117	0161 02 0015B	DEQSWM-2001-000019190	Dry Detention Ponds & Hydrodynamic Structures	Verizon	1130 Elden St	Routine	1/11/2021
10-4-109	0162 02 0002B	DEQSWM-2003-000019449	Dry Detention Pond	Saint Josephs	810 Ferndale Ave	Routine	1/11/2021
16-2-54	0162 02 0200C	MTD-2001-000037547	Storm Filter	Resource Bank - SF #2	701 Monroe St	Routine	1/12/2021
17-1-124	0171 02 0015	DEQSWM-2000-000019051	Dry Extended Detention Ponds	Fairfield Suites	138 Spring St	Routine	1/14/2021
16-2-225	0162 39	MTD-2007-000038002	Storm Filter	Spring Park Townhomes - Storm Filter #1	101 Gracie Park Drive	Routine	1/19/2021
16-2-29	0162 39	<Null>	Storm Filter	Spring Park Townhomes - Storm Filter #2	101 Gracie Park Drive	Routine	1/19/2021
16-2-31	0162 39	<Null>	Storm Filter	Spring Park Townhomes - Storm Filter #4	101 Gracie Park Drive	Routine	1/19/2021
16-2-32	0162 39	<Null>	Storm Filter	Spring Park Townhomes - Storm Filter #5	101 Gracie Park Drive	Routine	1/19/2021
16-2-33	0162 39	<Null>	Storm Filter	Spring Park Townhomes - Storm Filter #6	101 Gracie Park Drive	Routine	1/19/2021
16-2-34	0162 39	<Null>	Storm Filter	Spring Park Townhomes - Storm Filter #7	101 Gracie Park Drive	Routine	1/19/2021
16-2-35	0162 39	<Null>	Storm Filter	Spring Park Townhomes - Storm Filter #8	101 Gracie Park Drive	Routine	1/19/2021
16-2-37	0162 39	<Null>	Storm Filter	Spring Park Townhomes - Storm Filter #10	101 Gracie Park Drive	Routine	1/19/2021
16-2-38	0162 39	<Null>	Storm Filter	Spring Park Townhomes - Storm Filter #11	101 Gracie Park Drive	Routine	1/19/2021
16-2-39	0162 39	<Null>	Storm Filter	Spring Park Townhomes - Storm Filter #12	101 Gracie Park Drive	Routine	1/19/2021
16-2-40	0162 39	<Null>	Storm Filter	Spring Park Townhomes - Storm Filter #13	101 Gracie Park Drive	Routine	1/19/2021
16-2-41	0162 39	<Null>	Storm Filter	Spring Park Townhomes - Storm Filter #14	101 Gracie Park Drive	Routine	1/19/2021
16-2-19	0162-02-205A	<Null>	Proprietary Stormwater Treatment Device	Wiygul Auto Clinic	630 Grant St	Routine	1/21/2021
16-2-301	<Null>	<Null>	Filterra	Wiygul Auto Clinic	630 Grant St	Routine	1/21/2021
16-2-13	0162-45-B1	<Null>	Proprietary Stormwater Treatment Device	Darlington Oaks (So. Van Buren)	Anthem Ave	Routine	1/21/2021
16-2-42	0162 39	<Null>	Underground Detention	Spring Park Townhomes - UD	101 Gracie Park Drive	Routine	2/8/2021
16-2-87	0162 02 0050 B	DEQSWM-2008-000017188	Underground Detention	Extended Stay America	1021 Elden St	Routine	2/8/2021
16-1-200	0161 02 0016D A	<Null>	Dry Detention Ponds & Hydrodynamic Structures	Capital One Bank	1201 Elden Street	Routine	2/8/2021
16-1-201	0161 02 0016D B	<Null>	Underground Sand Filter	Capital One Bank	1201 Elden Street	Routine	2/8/2021
16-2-18	0162-02-205A	MTD-2011-000038696	Proprietary Stormwater Treatment Device	Wiygul Auto Clinic	630 Grant St	Routine	2/8/2021
16-2-102	0162 02 0090	DEQSWM-2004-000019564	Underground Detention	Oxford Square	680 Spring St	Routine	2/8/2021
16-2-181	0162-13010001B	<Null>	Underground Detention	Elden Corner Center	900 Alabama Dr	Routine	2/8/2021
16-2-202	0162-43-A	<Null>	Proprietary Stormwater Treatment Device	Fontaine @ President's Park-UD	Hollingsworth Terrace	Routine	2/8/2021
16-1-149	0161 04010002	DEQSWM-1993-000018532	Infiltration Trench	Wells Fargo	1099 Elden St	Routine	2/9/2021
16-4-151	0164 02 0026A	DEQSWM-1990-000018379	Dry Detention Ponds & Hydrodynamic Structures	Pacific Dulles Technology	194 Van Buren St	Routine	2/9/2021
16-4-147	0164 02 0014A	DEQSWM-1996-000018732	Dry Detention Ponds & Hydrodynamic Structures	HK Lee TKWD	465 Herndon Pkwy	Routine	2/9/2021
16-2-111	0162 02 0275	DEQSWM-2002-000019316	Infiltration Trench	761 Monroe	761 Monroe St	Routine	2/9/2021
17-1-116	0171 02 0025B1	DEQSWM-2001-000019191	Dry Detention Ponds & Hydrodynamic Structures	Herndon Centre	330 Elden St	Routine	2/10/2021
16-2-218	0162 02 0211 B	<Null>	Filtering Practices	Safeway #1689, Herndon	413 Elden St	Routine	2/10/2021
16-2-105	0162 02 0133	DEQSWM-2004-000019561	Infiltration Trench	Sadie Square	101 Pearl St	Routine	2/15/2021
10-4-157	0104-45-0006D	<Null>	Infiltration Trench	D. Van Vlecks Add. Lot 2A-1-A2 Blk 16 Resub.	1102 Monroe St	Routine	2/15/2021
10-4-185	0104-45-0006C	<Null>	Infiltration Trench	1102 Monroe St (Lot 2A1B2)	1102 Monroe St	Routine	2/15/2021
10-4-158	0104-45-0012	<Null>	Infiltration Trench	D. Van Vlecks Add. Lot 8A1 Blk 16	1104 Monroe St	Routine	2/15/2021
10-4-187	0104-45-0007	<Null>	Infiltration Trench	1104 Monroe St. (Lot 3A)	1104 Monroe St	Routine	2/15/2021
10-4-160	0104-45-0013	<Null>	Infiltration Trench	D. Van Vlecks Addition Lot 6A1B	1106 Monroe St	Routine	2/15/2021
10-4-03	0104-45-0009B	TOHER-2019-00236210	Infiltration Trench	1108 Monroe St (Lot 5A1A)	1108 Monroe St	Routine	2/15/2021
10-4-159	0104-45-0010B	<Null>	Infilitration Trench	D. Van Vlecks Addition Lot 6A1A Blk 16	1108 Monroe St	Routine	2/15/2021
10-4-02	0104-45-0014	TOHER-2019-00236211	Infiltration Trench	1112 Monroe St (Lot 5A1B)	1112 Monroe St	Routine	2/15/2021
16-2-132	0162 02 0202A	DEQSWM-1996-000020644	Infiltration Trench	Brumback's Exxon	597 Elden St	Routine	2/15/2021
16-2-94	0162 02 0073B	DEQSWM-2007-000017061	Detention Trench	Eldenwood Farm Subdivision	814 Locust St	Routine	2/15/2021

10-4-05	0104-45-0004	TOHER-2019-00236208	Infiltration Trench	850 Third St (Lot 9A) Van Vleck's Addition	850 Third St	Routine	2/15/2021
10-4-06	0104-45-0003	TOHER-2019-00236207	Infiltration Trench	852 Third St (Lot 10A) Van Vleck's Addition	852 Third St	Routine	2/15/2021
10-4-156	0104 45 0002	<Null>	Infiltration Trench	854 Third St.	854 Third St	Routine	2/15/2021
16-2-502	<Null>	<Null>	Filtering Practices - Filterra	Heglar Oaks - Near Lot 3	104 Heglar Oaks Ct	Routine	2/17/2021
16-2-300	<Null>	<Null>	Filterra	Wiygul Auto Clinic	630 Grant St	Routine	2/23/2021
16-2-17	0162-42-A	<Null>	CDS Storm Filter Unit	Locust St Townhomes I	651 Nathaniel Chase Ln	Routine	3/5/2021
16-2-85	0162-47-A	DEQSWM-2009-000017361	Hyrdo International Up-Flo Filter	Locust St Townhomes II	100 Lillian Chase Lane	Routine	3/5/2021
16-2-30	0162 39	<Null>	Storm Filter	Spring Park Townhomes - Storm Filter #3	101 Gracie Park Drive	Routine	3/5/2021
16-2-57	0162 02 0315 B	MTD-2001-000037546	Sand Filter	Lionsgate - SF	508 Pride Ave.	Routine	3/5/2021
16-2-56	0162 02 0200C	<Null>	Storm Filter	Resource Bank - SF #4	624 Monroe St	Routine	3/5/2021
10-4-43	0162-41-0001- 6	MTD-2006-000037885	Underground Detention	Old Dominion Townhomes	795 Center St	Routine	3/5/2021
16-2-170	0162 49 0009	<Null>	Bioretention	Heglar Oaks Lot 9	101 Heglar Oaks Ct	Routine	4/7/2021
16-2-164	0162 49 0002	<Null>	Bioretention	Heglar Oaks Lot 2	102 Heglar Oaks Ct	Routine	4/7/2021
16-2-165	0162 49 0003	<Null>	Bioretention	Heglar Oaks Lot 3	104 Heglar Oaks Ct	Routine	4/7/2021
16-2-303	<Null>	<Null>	Bioretention	Herndon Court	100 Bicksler Ln	Routine	4/8/2021
16-2-304	<Null>	<Null>	Bioretention	Herndon Court	100 Bicksler Ln	Routine	4/8/2021
16-2-305	<Null>	<Null>	Bioretention	Herndon Court	100 Bicksler Ln	Routine	4/8/2021
16-2-306	<Null>	<Null>	Bioretention	Herndon Court	100 Bicksler Ln	Routine	4/8/2021
16-2-307	<Null>	<Null>	Bioretention	Herndon Court	100 Bicksler Ln	Routine	4/8/2021
16-2-308	<Null>	<Null>	Bioretention	Herndon Court	100 Bicksler Ln	Routine	4/8/2021
16-2-309	<Null>	<Null>	Bioretention	Herndon Court	100 Bicksler Ln	Routine	4/8/2021
16-2-184	0162 18120005	<Null>	Bioretention	657 Mississippi	657 Mississippi Dr	Routine	4/8/2021
16-2-65	0162-02-0279	DEQSWM-2010-000017594	Bioretention	719 Pine Street	719 Pine Street	Routine	4/8/2021
16-2-162	0162-02-0037B	<Null>	Bioretention	Fri Residence	724 Grace St	Routine	4/8/2021
16-2-64	0104-02-0036A	DEQSWM-2011-000017710	Bioretention	Lomax & Dorothy Wamsley	813 Jackson Street	Routine	4/8/2021
17-1-71	0171-34-0001	DEQSWM-2010-000017578	Rain Garden	Madison Ridge Lot 1	403 Madison St	Routine	4/13/2021
17-1-79	0171-34-0003	DEQSWM-2009-000017367	Rain Garden	Madison Ridge Lot 3	105 Madison Ridge Ln	Routine	4/13/2021
17-1-77	0171-34-0011	DEQSWM-2009-000017369	Rain Garden	Madison Ridge Lot 11	108 Madison Ridge Ln	Routine	4/13/2021
17-1-69	0171-34-0005	DEQSWM-2010-000017580	Rain Garden	Madison Ridge Lot 5	109 Madison Ridge Ln	Routine	4/13/2021
16-2-67	0162-44-0006	DEQSWM-2010-000017582	Rain Garden	Madison Ridge Lot 6	111 Madison Ridge Ln	Routine	4/13/2021
16-2-68	0162-44-0016	DEQSWM-2010-000017581	Rain Garden	Madison Ridge Lot 16	114 Madison Ridge Ln	Routine	4/13/2021
16-2-70	0162-44-0008	DEQSWM-2010-000017579	Rain Garden	Madison Ridge Lot 8	115 Madison Ridge Ln	Routine	4/13/2021
16-2-179	0162-12-02-0006	<Null>	Bioretention	Madison Subd. - Lot 6	116 Madison Ridge Ln	Routine	4/13/2021
16-2-171	0162-12-02-0001	<Null>	Bioretention	Madison Subd - Lot 1	117 Madison Ridge Ln	Routine	4/13/2021
16-2-175	0162-12-02-0005	<Null>	Bioretention	Madison Subd - Lot 5	118 Madison Ridge Ln	Routine	4/13/2021
16-2-173	0162-12-02-0003	<Null>	Bioretention	Madison Subd - Lot 3	121 Madison Ridge Ln	Routine	4/13/2021
17-1-80	0171-03-0015	DEQSWM-2009-000017366	Rain Garden	Madison Ridge Lot 15	405 Madison St	Routine	4/13/2021
16-2-83	0162-44-0014	DEQSWM-2009-000017363	Rain Garden	Madison Ridge Lot 14	407 Madison St	Routine	4/13/2021
16-2-84	0162-44-0013	DEQSWM-2009-000017362	Rain Garden	Madison Ridge Lot 13	409 Madison St	Routine	4/13/2021
16-2-177	0162-12-02-0008	<Null>	Bioretention	Madison Subd - Lot 8	415 Madison St	Routine	4/13/2021
16-2-178	0161-12-02-0009	<Null>	Bioretention	Madison Subd - Lot 9	417 Madison St	Routine	4/13/2021
10-4-04	0104-03080001A2	TOHER-2019-00236209	Bioretention	1018 Monroe St (Lot 1A2 Blk 8)	1020 Monroe St	Routine	4/14/2021
10-2-182	0102-17-0034	<Null>	Bioretention	Dominion Ridge (Lot 34)	1391 Dominion Ridge Ln	Routine	4/14/2021
10-4-196	0104-06-01-0005	<Null>	Bioretention	Yount Subd.	747 Park Ave	Routine	4/14/2021
16-3-89	0163 02 0028 C	DEQSWM-2008-000017178	Bioretention Trench	Worldgate Monument III	12930 Worldgate Dr	Routine	4/16/2021
16-2-193	0162-02-0147	<Null>	Infiltration Trench	Broadacre Farm (403 Van Buren)	403 Van Buren St	Routine	4/16/2021
10-4-01	0104-04-03-0007A2	TOHER-2019-00236212	Bioretention	719 Dranesville Rd	715 Dranesville Rd	Routine	4/16/2021

Fairfax County Owned/Operated Facilities
The County is responsible for inspections of these facilities.

Wood BMP Database ID	Herndon Legacy ID	VA BMP Warehouse ID	Type	Plan Name	Address	Date Inspected	Inspection Outcome - Level of Maintenance Required
16-2-131	0162 02 0183A1	DEQSWM-1997-000020645	Dry Detention Ponds	ATE Ryder Bus Facility	270 Spring St	12/8/2020	Fairfax County-owned facility. Was not inspected during visit.

APPENDIX F

Updated Public Works Complex SWPPP

SWPPP Completed Quarterly Checklists:

- Public Works Complex
- Golf Course

Pollution Prevention Training Sign-In Sheet

Pollution Prevention Presentation

Town of Herndon, Virginia

Public Works Complex
Stormwater Pollution Prevention Plan
Final – November 13, 2020

Town of Herndon
Department of Public Works
777 Lynn Street
Herndon, Virginia 20170

Prepared with assistance by:
Wood Environment & Infrastructure Solutions
Chantilly, Virginia

Prepared in Compliance with Municipal Separate Storm Sewer System (MS4)
Permit No. VAR040060

Certification

"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."

Name	Title	Date

Previous Versions

August 2004	December 15, 2016	

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1. Introduction

1.1 Pollution Prevention Team and Responsibilities

This Public Works Complex Stormwater Pollution Prevention Plan (SWPPP) has been prepared to comply with the Town of Herndon's General Virginia Pollutant Discharge Elimination System (VPDES) Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4). The MS4 permit requires that the Town develop and implement SWPPPs for high priority facilities. Part I E 6 c of the permit defines high priority facilities as:

(1) areas where residuals from using, storing, or cleaning machinery or equipment remain and are exposed to stormwater;

(2) materials or residuals on the ground or in stormwater inlets from spills and leaks;

(3) material handling equipment;

(4) materials or products that would be expected to be mobilized in stormwater runoff during loading or unloading or transporting activities (e.g., rock, salt, fill dirt);

(5) materials or products stored outdoors (except final products intended for outside use where exposure to stormwater does not result in the discharge of pollutants);

(6) materials or products that would be expected to be mobilized in stormwater runoff contained in open, deteriorated, or leaking storage drums, barrels, tanks, or similar containers;

(7) waste materials except waste in covered, non-leaking containers (e.g., dumpsters);

(8) application or disposal of process wastewater (unless otherwise permitted); or,

(9) particulate matter or visible deposits of residuals from roof stacks, vents, or both, not otherwise regulated (i.e., under an air quality control permit) and evident in the stormwater runoff.

Based on this definition, the Public Works Complex (site or facility) is required to develop a SWPPP. Table 1A presents the SWPPP organization and how it meets the specific requirements of Part I E 6 d of the MS4 permit.

Table 1A – SWPPP Organization and Permit Compliance

SWPPP Requirement	Location
A site description that includes a site map identifying all outfalls, direction of stormwater flows, existing source controls, and receiving water bodies.	Section 2; Figures 2A-B
A description and checklist of potential pollutants and pollutant sources.	Section 3
A description of all potential non-stormwater discharges.	Section 3; Table 3A

SWPPP Requirement	Location
Written procedures designed to reduce and prevent pollutant discharges.	Section 4
A description of applicable training as required in Part I E 6 m of the MS4 permit.	Section 5
Procedures to conduct an annual comprehensive site compliance evaluation.	Section 5; Appendix E
An inspection frequency of no less than once per year and maintenance requirements for site specific source controls. The date of each inspection and associated findings and follow-up shall be logged in each SWPPP.	Section 5; Appendix E
A log of each unauthorized discharge, release, or spill incident reported in accordance with Part III G, including the following information: date of incident; material discharged, released, or spilled; and, estimated quantity discharged, released, or spilled.	Section 5: Appendix F

To assess stormwater pollution potential and to identify control measures to reduce pollutant loadings, Wood Environment & Infrastructure, Inc. (Wood) conducted a facility inspection with Town staff on September 17, 2020. Specific findings and recommendations are incorporated into this SWPPP. A copy of this SWPPP must be kept at the Public Works Complex and updated as necessary to reflect any changes in activities or the physical layout of the site that could affect stormwater pollution.

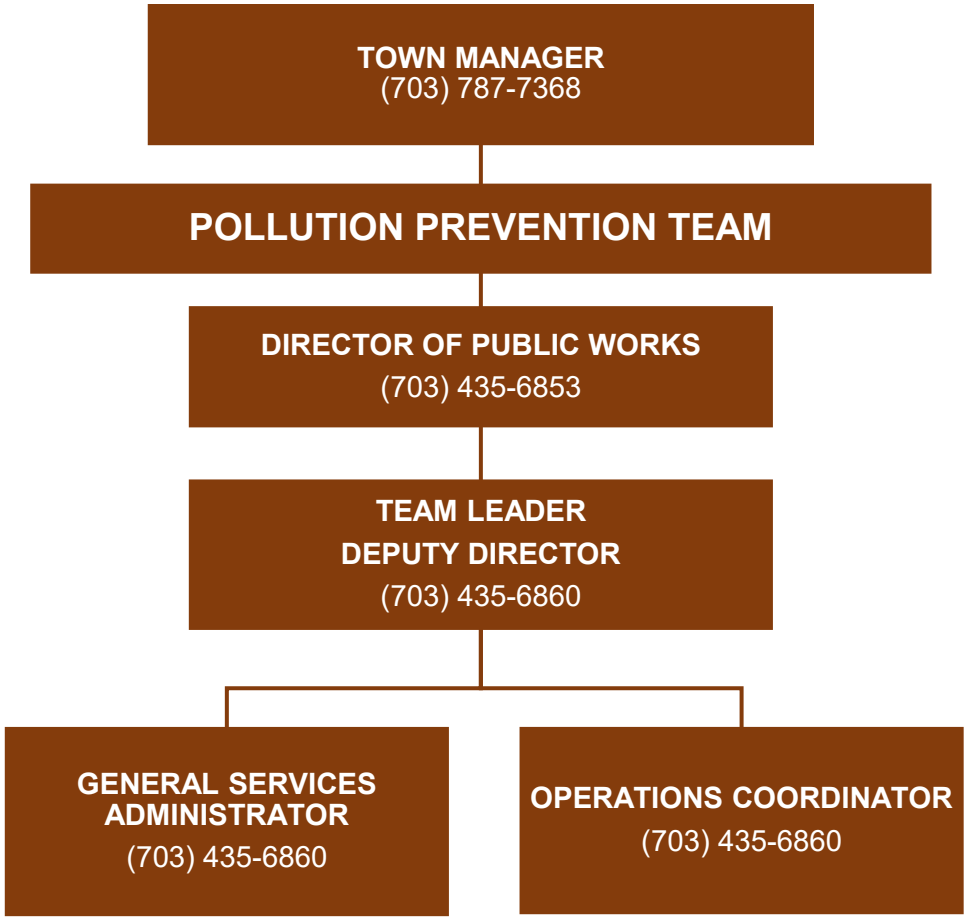
1.2 Pollution Prevention Team and Responsibilities

A key step in developing and implementing a SWPPP is to establish an organizational hierarchy familiar with pollution prevention plans and operational activities. The SWPPT consists of facility supervisors and other personnel that the Town of Herndon chooses to appoint.

The SWPPT will meet at least once annually to evaluate the effectiveness of the SWPPP and to determine if additional control measures are required. A series of forms are provided in this plan to assist the SWPPT. The SWPPT is required to make revisions to the plan when changes to the facility occur. These revisions can take the form of brief narratives inserted as amendments to the SWPPP.

The organizational arrangement of the SWPPT is presented in Table 1B. Most of the information provided in this plan requires effort by the SWPPT and on-site employees. The on-site team members or their designees will assist the SWPPT Leader with those areas under their specific management control.

Table 1B – Stormwater Pollution Prevention Team Members



The responsibilities of the Town Manager are to:

- Review and certify the SWPPP;
- Review and approve revisions and new control measures identified by the SWPPT; and,
- Ensure that adequate resources are allocated to implement the SWPPP.

The responsibilities of the Director of Public Works are to:

- Appoint the SWPPT Leader; and,
- Ensure that the SWPPP is implemented.

The responsibilities of the SWPPT Leader are to:

- Ensure that SWPPT members are trained and familiar with SWPPP requirements;
- Ensure implementation of required evaluations and inspections; and,
- Schedule and conduct SWPPT meetings.

The responsibilities of the SWPPT members are to:

- Attend SWPPT meetings;
- Implement procedures and control measures;
- Perform record keeping and documentation as required by the SWPPP; and,
- Evaluate the adequacy of the SWPPP and recommend modifications as necessary.

1.3 Supporting Plans and Policies

This SWPPP is designed to work with other plans and policies adopted by the Town to reduce and eliminate sources of stormwater pollution. Table 1C shows these plans and policies and their relationship to this SWPPP.

Table 1C – Supporting Plans and Policies

Document and Hyperlink	Description
MS4 Program Plan	Documents the Town's comprehensive pollution prevention strategy in accordance with the MS4 permit. The plan identifies best management practices to meet six minimum control measures: • Public Education and Outreach • Public Involvement and Participation • Illicit Discharge Detection and Elimination • Construction Site Stormwater Runoff Control • Post-Construction Stormwater Management • Pollution Prevention/Good Housekeeping for Municipal Operations
Chesapeake Bay TMDL Action Plan	Establishes the Town's strategy for meeting the Chesapeake Bay Total Maximum Daily Load (TMDL). The TMDL established the maximum amount of a pollutant that can enter a water body without violating water quality standards. Pollutants of concern addressed in the plan include nitrogen, phosphorus, and sediment.
Pollution Prevention Standard Operating Procedures (Appendix C)	Establishes Town standard operating procedures (SOPs) to reduce stormwater pollution associated with municipal operations. SOPs cover the following categories: • Vehicle and Equipment Maintenance and Cleaning • Pesticides, Herbicides, and Fertilizers • Outdoor Material Storage • Road, Street, Parking Lot, and Sidewalk Maintenance • Snow and Deicing Operations • Utility Construction and Maintenance

Document and Hyperlink	Description
Illicit Discharge Detection and Elimination (IDDE) Plan (Appendix D of the MS4 Program Plan)	Establishes the Town's procedures for detecting, identifying, and addressing unauthorized non-stormwater discharges, including illegal dumping, to the Town's storm drain system. The plan includes staff training and dry weather screening of the Town's storm drain outfalls.

Future plans and policies adopted by the Town will be evaluated by the SWPPT and incorporated into the SWPPP during the annual review as appropriate.

2. Facility Description

2.1 Facility Description

The Public Works Complex is located at 1479 Sterling Road, Herndon, Virginia. The immediate area is a mix of commercial and residential development. The Site Location Map (Figure 2A) shows the general location of the Public Works Complex. The Site Map (Appendix A) identifies building locations, stormwater drainage systems, direction of stormwater flow, potential pollution sources, and stormwater discharge outfalls.

Activities performed at the facility include maintenance and repair of vehicles and equipment, refueling, vehicle and equipment washing, fueling operations, pesticide, fertilizer, and chemical storage and handling, material stockpiles, waste handling, and anti-icing/deicing operations.

The main building at the site consists of two parts – (1) office and related space to support site administration and (2) the garage where most maintenance of vehicles and equipment is conducted. Maintenance activities include: fluid changes; mechanical repairs; parts cleaning; storage of vehicles and equipment waiting for repair or maintenance; and, storage of the related materials and waste materials such as oil, fuel, solvents, batteries, tires, and filters.

The main building also houses a wash bay that is used for cleaning vehicles and equipment. The wash bay is plumbed to the sanitary sewer system.

A fueling station is located immediately south of the main building. The station is protected from precipitation by a structural canopy. Fuel is stored in underground tanks and does not meet the threshold under 40 CFR 112 (Oil Pollution Prevention) for a separate Spill Prevention, Control, and Countermeasures (SPCC) plan.

Several open-front storage buildings are located in the southwestern portion of the property. These buildings are used to store mowers/field equipment, small tractors, sweepers, salt spreaders, leaf vacuums/shredders, asphalt rollers, replacement trash receptacles (for residential use), and other materials and equipment.

The storage building at the southern corner of the site is fully enclosed and is used to store fertilizers, pesticides, various chemicals, and flammable/combustible materials.

The area surrounded by the storage buildings is used for storage of various equipment and materials associated with public works operations. This includes metals (poles, signs, fire hydrants, etc.), traffic/crowd control devices, landscaping supplies (bricks, pavers, etc.), temporary storage of vegetative waste, etc.

Material stockpiles are located in the southeastern portion of the site. Salt and sand/salt mix is stored under cover in open-front storage buildings. Other materials, including dirt, gravel, sand, and, millings are stored in open three-sided concrete bins. Two 5,000-gallon above ground storage tanks (ASTs) containing liquid deicers (located within a concrete secondary containment area) and a trash compaction unit are also located in this vicinity.

The area to the east of the main building is used for parking Town-owned vehicles and equipment such as vehicles awaiting auction, solid waste trucks, loaders, vac-trucks, dump trucks, equipment trailers, and similar items.

The northern and eastern periphery of the site is used to store additional items, including but not limited to snow plow blades, scrap metal, cable, empty dumpsters, used tires, and white goods.

Figure 2A – Site Location Map

2.2 Facility Drainage and Receiving Waters

The facility is located within the Horsepen Creek watershed (HUC PL18). Horsepen Creek drains into Broad Run in Loudoun County, which drains to the Potomac River and then the Chesapeake Bay. The Town, including the Public Works Complex, is subject to the nutrient and sediment pollution reduction requirements of the Chesapeake Bay TMDL. The Town's strategy for meeting these reductions is contained in its Chesapeake Bay TMDL Action Plan.

The topography of the site is varied but generally slopes to the west. Drainage from the site is within one drainage area, which has been designated as DA-001. There is significant drainage to the site via storm drain pipes from adjacent residential areas to the east. Internal drainage within the facility is managed by a network of underground stormwater infrastructure (see Appendix A). All drainage from the site is discharged to a stormwater detention pond located at the southwestern corner of the facility.

The drainage characteristics of the site are identified in Table 2A.

Table 2A – On-Site Drainage Area Description

DA-001 Characteristics	
Outfall Type	30" Pipe
Latitude	38.975195
Longitude	-77.409375
On-site Drainage Area	9.7 acres
Percent Impervious	61%
Off-site Drainage	Yes

3. Potential Pollutant Sources

This section provides a discussion of each significant potential pollutant generating area of the site (Figure 3A) and associated potential non-stormwater discharges.

Figure 3A – Location of Potential Pollutant Sources

3.1 Allowable Discharges

In accordance with the Town's MS4 permit and 9VAC25-890-20, and unless found to be a significant contributor of pollutants by the Town or DEQ, the only non-stormwater discharges or flows that may be discharged from the Town's storm drain system are the following:

- Water line flushing, managed in a manner to avoid an instream impact;
- Landscape irrigation;
- Diverted stream flows;
- Rising groundwaters;
- Uncontaminated groundwater infiltration, as defined at 40 CFR 35.2005(20);
- Uncontaminated pumped groundwater;
- Discharges from potable water sources;
- Foundation drains;
- Air conditioning condensation;
- Irrigation water;

- Springs;
- Water from crawl space pumps;
- Footing drains;
- Lawn watering;
- Individual residential car washing;
- Flows from riparian habitats and wetlands;
- Dechlorinated swimming pool discharges;
- Street wash water;
- Discharges or flows from firefighting activities;
- Discharges from noncommercial fundraising car washes if the washing only uses biodegradable, phosphate-free, water-based cleaners; or,
- Other activities generating discharges identified by DEQ as not requiring VPDES authorization.

3.2 Vehicle and Equipment Maintenance

Vehicle and equipment maintenance activities are conducted in the maintenance bays. A separate room in the northwest side of the building has been established for the bulk storage of fluids. This includes a 500-gallon motor oil AST, 500-gallon hydraulic fluid AST, and a 275-gallon antifreeze single-walled AST. The room is designed with concrete secondary containment. A system of pumps and distribution lines runs from the storage room to overhead hose reels within the maintenance bays. This allows personnel to efficiently disperse lubricant in an orderly fashion. Spill absorbent material and other spill response equipment is located in the maintenance building.

Used oil and used oil filters drain from inside the maintenance bay to a 500-gallon used oil underground storage tank (UST) located to the west of the building. Used oil and other waste material such as antifreeze are routinely serviced by a waste hauling contractor.

Trench drains located along the inside of the maintenance bays discharge through an oil-water separator (OWS) located northwest of the building and then to the sanitary sewer system. Personnel wash the bay floors with a floor cleaning machine. This wash water is discharged to the OWS.

Emergency power to the site is provided by a natural gas generator on the eastern side of the main building.

Pollutants within this area may include a variety of heavy metals from vehicle parts (lead, iron, aluminum, zinc, copper, cadmium, chromium, and nickel) as well as petroleum hydrocarbons from a variety of lubricants, fuels, and chemicals. The Town has adopted an SOP for Vehicle Equipment Maintenance and Cleaning to minimize the potential for these activities to affect stormwater quality. The SOP is contained in Appendix C.

3.3 Vehicle and Equipment Wash

The vehicle and equipment wash is located in the main building. All personnel are required to use the wash facility and are prohibited from conducting outdoor vehicle or equipment washing. A review of the facility site plan confirms that the wash water is discharged to the sanitary sewer system.

If not properly contained in the wash area, potential pollutants that could discharge include a variety of heavy metals from vehicle parts (lead, iron, aluminum, zinc, copper, cadmium, chromium, and nickel), as well as petroleum hydrocarbons. Sediment and other solids (leaf debris, trash, etc.) are also potential pollutants. The Town has adopted an SOP for Vehicle Equipment Maintenance and Cleaning to minimize the potential for these activities to affect stormwater quality. The SOP is provided in Appendix C.

3.4 Fueling Station

A fueling station is located to the immediate south of the main building and is provided with a covered canopy. The fueling station consists of a 10,000-gallon gasoline UST and a 10,000-gallon diesel UST. A spill kit is located at the station to address spills or leaks. The station has an emergency shut-off and emergency contact information is prominently displayed. Potential pollutants from this area include petroleum products.

3.5 Pesticide, Fertilizer, and Chemical Storage

Chemicals and other materials (including pesticides, fertilizers, and flammable/combustible materials) are stored in the storage building at the southern edge of the facility. Chemical storage is also conducted in various parts of the facility to support vehicle maintenance, street maintenance, water and sewer, and general maintenance operations. These are always stored under cover and away from precipitation. A summary of all significant chemicals stored onsite is provided in Appendix B.

The Town has adopted an SOP for Outdoor Materials Storage to minimize the potential for chemical storage to result in a discharge to the storm drain system or to otherwise affect stormwater quality. The SOP is provided in Appendix C.

3.6 Salt and Liquid Deicer Storage

Storage of road salt and liquid deicer material for treating roads during winter storms is located onsite. Salt and salt/sand mix is contained in two, three-sided concrete structures. Both structures are provided cover from precipitation (one with a metal roof and one with a raised canopy). Also in this area are one 5,000-gallon calcium chloride AST and one 5,000-gallon salt brine AST. Both ASTs are within a concrete secondary containment structure equipped with a lockable release valve.

Potential pollutants from these activities include salt and calcium chloride. The Town has adopted an SOP for Snow and Deicing Operations to minimize the potential for salt and deicers to result in a discharge to the storm drain system or to otherwise affect stormwater quality. The SOP is provided in Appendix C.

3.7 Waste Management

Several solid waste containers are located onsite, including large open dumpsters for aggregate, used tires, and scrap metal. The Town also has a dumpster for municipal solid waste. The Town replaced the previous solid waste dumpster with a self-contained trash compactor that is protected from precipitation.

Potential pollutants originating from these activities could vary widely and may include trash/debris, sediment, organic material, liquid wastes, metals, and other pollutants typical to residential and industrial waste.

3.8 Material Stockpiles

Outdoor storage of material is conducted in the southeastern portion of the facility. Stockpiled material includes sand, gravel, mulch, woody materials, street sweeping spoils, and soil. The volume of these piles will fluctuate based on maintenance activity levels. Most of the materials are located within open, three-sided concrete structures. However, some materials may be temporarily stored outside of the structures.

Potential pollutants from these areas include sediment and organic matter. The Town has adopted an SOP for Outdoor Material Storage to minimize the potential for these activities to affect stormwater quality. The SOP is provided in Appendix C.

3.9 Vehicle and Equipment Parking

The area to the west of the main building is utilized for personnel vehicles while the area to the east of the main building is used to park or store Town vehicles and equipment. These include, but are not limited to, waste hauling vehicles, dump trucks, street sweepers, vactor trucks, and other equipment (backhoes, leaf vacuums, trailers, etc.). Vehicles awaiting maintenance are also typically stored in this area.

Potential pollutants associated with this area include petroleum hydrocarbons, metals, and sediment.

3.10 Equipment and Material Storage

A variety of equipment and material is stored throughout the facility. Some equipment and materials are stored in the three-sided equipment storage sheds located on the south and southwestern edge of the facility. The remainder of the equipment and material is stored outdoors. Equipment and material stored in these areas include, but are not limited to:

- Traffic control posts, signs, cones, and related material;
- Snow plows and salt spreaders;
- Water/sewer metal pipes, valves, fire hydrants, and related material;
- Used wooden pallets;
- Cable and cable spools;
- Plant materials for Town-maintained landscaping;
- Used tires;

- White goods (refrigerators, freezers, washer/dryers) for recycling;
- Waste and recycling totes;
- Dumpsters (metal, waste, brush); and,
- Other related material that may need to be stored outside for a period of time.

Potential pollutants originating from this material include metals, organic matter, petroleum hydrocarbons, and suspended solids. The Town has adopted an SOP for Outdoor Materials Storage to minimize the potential for these materials to affect water quality. The SOP is provided in Appendix C.

3.11 Checklist of Potential Non-Stormwater Discharges

Table 3A provides a summary checklist of potential pollutants, pollutant sources, and non-stormwater discharges. All non-stormwater discharges would eventually flow to the extended detention wet pond.

Table 3A – Checklist of Potential Non-Stormwater Discharges

Activity Area	Potential Pollutant	Potential Non-Stormwater Discharge
Vehicle and Equipment Maintenance	Heavy Metals Petroleum/Oil/Lubricants (POLs) Used Oil and Antifreeze Various Chemicals (Appendix B)	The potential for discharges from this area is significantly reduced since activities are conducted indoors. A discharge could occur if maintenance is conducted outdoors or if materials are stored in close proximity to bay doors where a leak or spill could circumvent the trench drain.
Vehicle and Equipment Wash	Heavy Metals POLs Detergents Sediment Organic Materials Trash	A discharge could occur if wash water is allowed to flow out of the bay or if washing occurs outdoors.
Fueling Station	Gasoline Diesel	A discharge could occur as a result of overtopping during filling of the tanks or spillage while filling vehicles or equipment.
Pesticide, Fertilizer, and Chemical Storage	Pesticides Fertilizer Various Chemicals (Appendix B)	A discharge could occur as a result of leaks, spills, or accidents during loading/unloading operations; or if containers are left outdoors and damaged or exposed to precipitation.

Activity Area	Potential Pollutant	Potential Non-Stormwater Discharge
Salt and Liquid Deicer Storage	Sodium Chloride Calcium Chloride	A discharge could occur if materials are spilled during loading/unloading and allowed to remain on the paved area where it could then mingle with stormwater run-on. A discharge could also occur as a result of the release of contaminated stormwater from the liquid deicer secondary containment structure.
Waste Management	Trash/Debris Sediment Organic Materials Liquid Waste Metals Other Residential and Industrial Waste	A discharge could occur if waste container lids are left open during a storm event, allowing the precipitation to comingle with the waste and leak through the bottom of the container. In addition, if waste containers are allowed to overflow or have rusted out bottoms, litter and floatables could be discharged into the storm drain system.
Material Stockpiles	Sediment Organic Matter	A non-stormwater discharge could occur if the materials are not protected from precipitation through erosion or leaching of materials into the storm drain system.
Vehicle and Equipment Parking	POLs Heavy Metals Sediment Contents of Vehicles (e.g., Garbage Trucks)	A discharge could occur if leaked or spilled materials from equipment and vehicles are not properly contained and cleaned up.
Equipment and Material Storage	POLs Heavy Metals Sediment Organic Matter	A discharge could occur if leaked or spilled materials from equipment is not properly contained and cleaned up. A discharge may also occur as a result of leaching or deterioration of materials, such as metals, plastics, or rubber.

4. Procedures and Control Measures

This section identifies the written procedures and control measures designed to reduce and prevent pollutant discharges from the sources identified in Section 3.

4.1 Baseline Measures

Baseline measures are procedures and control measures that are generic and should be applied at most high priority facilities. This section discusses baseline measures that will be implemented at the Public Works Complex.

4.1.1 Good Housekeeping Program

Good housekeeping is the preservation of a clean and orderly work environment that contributes to overall pollution control efforts. The facility will implement the practices in Table 4A to minimize the potential for stormwater pollution. General walk-throughs of the site will be conducted by the SWPPT Leader, or designated personnel, as part of the daily routine to ensure that measures are being implemented.

Table 4A – Good Housekeeping Practices

Subject	Practice	Frequency
Clean Work Environment	Interior floors will be swept, with residue placed in designated waste disposal containers.	At least weekly.
Clean Work Environment	Brooms, dust pans, and mops will be kept on hand for easy access and use.	Continuous.
Trash and Litter	Exterior areas will be patrolled for trash and litter. Trash and litter will be disposed of properly.	Bi-weekly or more frequently if required.
Trash and Litter	Litter and trash will be removed from catch basins and other inlets to the storm drainage system.	Bi-weekly or more frequently if required.
Trash and Litter	Dumpster and recycling bin lids will be kept closed to prevent exposure to precipitation.	Continuous.
Scrap Parts and Empty Drums	Scrap parts and empty drums will be removed from the facility promptly.	Continuous.
Spill and Leak Prevention	Maintenance activities will be conducted indoors whenever possible.	Continuous.

Subject	Practice	Frequency
Spill and Leak Prevention	Chemicals, when not otherwise stored in appropriate tanks or containers, must be stored indoors and away from entrances where spills and leaks could escape the building envelope.	Continuous.
Spill and Leak Prevention	All equipment will be visually inspected for leaks and other conditions that could lead to a discharge of a pollutant.	During use or at least monthly.
Spill and Leak Prevention	Hazardous substances will be stored in approved containers. Containers will be stored in an area not exposed to stormwater where practical.	Continuous.
Spill and Leak Prevention	Containers will be located away from direct vehicular traffic. Bollards will be used when necessary to protect containers from vehicles and equipment.	Continuous.
Spill and Leak Prevention	Containers of liquid hazardous substances will be placed on spill containment pallets, racks, or otherwise be provided with containment and corrosion prevention. The containers will be stored in an area not exposed to precipitation where practical.	Continuous.
Labeling	Containers will be labeled for their contents in plain language. A Safety Data Sheet (SDS) will be provided in areas accessible to personnel for each chemical.	Continuous.
Labeling	Drums and tanks containing used oil and used antifreeze must be labeled “USED OIL” and “USED ANTIFREEZE” accordingly.	Continuous.
Spill and Leak Response	Spills, drips, and leaks will be cleaned promptly.	Immediately after occurrence of a spill, drip, or leak.
Parking Areas	Parking areas will be swept periodically to prevent the buildup of sediment and other loose materials.	As needed.
Parking Areas	Pressure washing will be conducted on sections of the parking area where oil and grease buildup is obvious. Water generated in the process must be collected and discharged to the sanitary sewer system or other appropriate disposal method.	As needed.

Subject	Practice	Frequency
Training	Formal pollution prevention training will be provided to all affected personnel.	Formal training every 24 months, plus informal training on a continuous basis.
Documentation	Complete the good housekeeping checklist (Form 2 in Appendix E) during site inspections.	Semi-annually.

4.1.2 Preventative Maintenance Program

Public Works Complex personnel will regularly inspect and test facility equipment and operational systems whose failure has a potential to release pollutants into the stormwater drainage system. These include items such as nozzles, pumps, dispensing lines, electrical components, gauges, valves, and gaskets. Inspections will uncover conditions such as cracks or slow leaks that could cause breakdowns or failures. The program will reduce breakdowns and failures by making proper adjustments, repair, or replacement of equipment or parts.

Inspections will occur during two specific preventive maintenance periods. Run-time preventive maintenance occurs on days when the equipment is in use under normal operation of the equipment and machinery. Routine preventive maintenance occurs at regularly scheduled intervals and involves inspections, cleaning, and minor repair of equipment and components. Routine preventive maintenance will be conducted in accordance with manufacturer's recommendations, but no less than semi-annually as part of the good housekeeping checklist (Form 2 in Appendix E).

4.1.3 Spill Prevention and Response

Spill prevention procedures are intended to provide actionable information that can be used to reduce the potential for spills to occur in the first place and to ensure that staff are properly trained in the event of a spill so that it does not enter surface waters.

Outdoor Liquid Transfer

Outdoor liquid transfer may occur as a result of the delivery of fuel or other substances from a tanker truck to a tank or when fuel or other materials are dispensed by staff into fleet vehicles or equipment. The following will be observed when fuel is dispensed by Town staff or contractors:

- Operators will ensure that all hoses are secure and that proper absorbent materials (e.g. pads, booms, and socks) are available.
- Operators must remain with the vehicle at all times.
- Operators must be instructed to never "top off"" a vehicle or other container.
- Outdoor liquid transfer will be avoided when at all possible during precipitation events unless adequate precautions are taken to ensure that the material does not co-mingle with stormwater. The fuel station canopy is generally considered adequate protection unless weather conditions indicate otherwise.

Employee Awareness

Employee awareness is the key to an effective spill prevention and response program. Spill prevention training will be a component of the general employee training program. New personnel will be taught spill prevention practices. Maintenance personnel will gain a sufficient understanding of the objectives of the spill prevention program. Spill prevention training will highlight previous spill events, equipment failures, remedies taken, and newly developed prevention measures.

Secondary Containment

Secondary containment should be provided for any AST, non-empty 55-gallon drum, or any area where smaller amounts of paints, solvents, POLs, pesticides, herbicides, or other liquid hazardous substances are stored. Containers up to 55-gallons (e.g. buckets, jerricans, drums) have several secondary containment options:

- Store containers on a spill pallet.
- Store containers inside a prefabricated metal HAZMAT storage structure with integral secondary containment.
- Use the existing building and provide a trench, built-up berm, or spill blocker at the doorway or bay threshold.
- Build a depressed concrete slab with curbing and a shed roof.
- Store small containers within a self-contained flammables cabinet.

For larger ASTs, the volume of secondary containment should equal the volume of the largest AST within the containment area plus sufficient freeboard for a specified storm event. Options include poured concrete secondary containment, prefabricated tanks with integral secondary containment, and double-walled tanks.

Spill Kits

A complete and adequate spill kit should be positioned in an easily accessible location anywhere there is the potential for a spill or a leak. This includes vehicle and equipment storage areas, chemical storage areas, and anywhere that bulk material is stored (including 55-gallon drums). Facility personnel should have knowledge of the location of all spill kits. Spill kits should have sufficient absorbent to contain a spill from the largest container within the hazardous substance storage location. The facility should also have at least one large drum or similar container for holding contaminated materials (e.g. soil, booms, absorbent pads) prior to disposal.

Spill Response

In case of a spill that has entered or is likely to enter the storm drain system or surface waters, or where personnel do not believe that they can address the spill safely, the facility will request aid from Fairfax County Fire and Rescue using 911. The Town Department of Public Works and the Virginia Department of Environmental Quality, Northern Regional Office, will also be notified. Reporting and documentation requirements specific to the Town's MS4 permit are discussed in Section 5. Warning signs placed at fuel stations, bulk storage tanks, or other refueling areas should contain emergency telephone numbers to aid in quick response.

Minor spills can be absorbed with dry granular absorbents, pads, booms, or socks. Personnel should be trained to ensure that used materials are swept up and disposed of properly in a timely manner (and before any precipitation event). In general, there are four basic steps that are to be taken to control pollution that can result from a spill:

1. Stop the spill at the source.
2. Contain the spill.
3. Collect the spilled material.
4. Dispose of the spilled material and subsequent contaminated material properly and legally.

If containment methods are required for which the responder is not trained, or personal protective equipment is not available, immediately evacuate the contaminated area and prevent unauthorized personnel from entering. Steps 3 and 4 should only be undertaken by personnel that are properly trained in spill response and cleanup.

4.1.4 Vehicle and Equipment Parking and Storage

Vehicle and equipment parking areas should be monitored routinely for spills and leaks. A specific area should be designated for vehicles and equipment waiting for maintenance. The area should be located away from storm drain inlets and have easy access to drip pans. The area should be subject to more frequent monitoring for leaks and spills.

Any observed leaks must be cleaned up immediately using absorbent material. The material must be disposed of properly. Water should never be used to clean up spilled material. Wash down of pavement should not occur until all spills and leaks have been cleaned up. If buildup of waste materials is present on the pavement, the resulting wash water must be contained and disposed of in the sanitary sewer or by another appropriate method.

4.1.5 Waste Containers and General Solid Waste Controls

Multiple waste containers are located at the facility to manage waste generated onsite and to occasionally manage waste generated at community events and festivals. Controls related to these containers are as follows:

- Lids are to remain closed at all times when not actively loading the containers.
- Trash should only be stored inside the containers. Pilling excess trash on the outside of the container is not permitted.
- Dumpsters should be located away from storm drain inlets.
- Periodic inspections of the dumpsters should be conducted to detect signs of deterioration or leakage.

4.1.6 Material Stockpiles

Stockpiles that present a risk of transport of materials (through erosion or leaching) to the storm drain system or surface waters should be stored inside a storage building or under a roof whenever possible. If a permanent overhead structure is not available, steps should be taken to

prevent erosion and leaching of materials to the extent practicable. This may include covering stockpiles with a properly secured tarp, use of silt fencing, temporary vegetative cover, or other effective means of preventing stormwater pollution. The following will be observed:

- Prevent stormwater run-off from mingling with stockpiles by using barriers or berms.
- Sweep areas surrounding the stockpile frequently.
- Whenever possible, order only the amount of the material needed for the specific job and schedule delivery to minimize the amount of outdoor storage time.
- Locate stockpiles away from the storm drain inlets. Provide protection for the inlet if necessary to prevent the discharge of materials.

This SWPPP does not require that inert construction material such as wood posts, steel girders, aggregate, or pipe be placed under cover.

4.1.7 Scrap Material Storage and Salvage

Some items present a pollutant risk while they are stored on site. Rusting tanks, barrels, machinery, and other related equipment can introduce leached metals into stormwater runoff. The facility will minimize the potential for these materials to become a source of stormwater pollution. Measures may include, but are not limited to, the following:

- Remove scrap materials from the site promptly.
- Divert stormwater away from scrap storage areas.
- Divert stormwater from scrap storage areas through a buffer strip, onto a level grassy area, or into a grass berm.
- Ensure that scrap materials are free from lubricants and loose paint to the extent practical and ensure that fuel tanks are empty.

Small scrap items such as automotive batteries will be stored indoors or under cover until removed from the facility.

4.1.8 Illicit Discharge Detection and Elimination

Illicit discharges include direct pipe or other conveyance tie-ins to the stormwater drainage system. Improper discharges include the dumping of non-permitted, non-stormwater materials into the storm drainage system. Personnel must be instructed not to pour non-stormwater materials into catch basins, drop inlets, ditches, and other portions of the stormwater drainage system. The Town's Illicit Discharge Detection and Elimination (IDDE) plan establishes procedures for detecting, identifying, and addressing unauthorized non-stormwater discharges. The plan includes staff training and dry weather screening of the Town's storm drain outfalls.

Floor drains or hand sinks that discharge to the ground or the stormwater drainage system are illicit connections. If an illicit connection is discovered, it must be plugged or re-routed to the sanitary sewer system.

4.1.9 Erosion and Sediment Control

Areas where bare soil is exposed to water, wind, or ice can erode and cause sediment pollution. The facility should promptly stabilize any bare area that could become a source of pollution. If an area is persistently bare and causing erosion, the Town can employ one or more of the following:

- Prevent runoff from flowing across the exposed areas by diverting the flow to vegetated areas.
- Slow down the runoff flowing across the area by using level spreaders or terraces.
- Provide check dams in drainage ways to decrease flow velocities.
- Use grassed swales rather than paved channels.
- Remove sediment from stormwater runoff before it leaves the site by allowing it to sheet flow through vegetative buffers.

The Town will ensure that all grading and site-disturbing activities that occur at the facility comply with the requirements of Town Code Chapter 26, Article III "Erosion and Sediment Control."

4.1.10 Stormwater Management

Stormwater management includes (1) practices that reduce the amount of impervious surface cover and maximize the amount of pervious area where stormwater can naturally infiltrate into the soil and (2) practices that capture and treat pollutants once they are already in the stormwater. The Town operates an extended detention wet pond in the southwestern corner of the site. This facility is discussed further in Section 4.2.

The need for additional structure controls will be based on an assessment of the nature of the specific pollutants to be controlled and site specific conditions such as soil and topography. In addition, the facility will be assessed in the context of overall Town stormwater management targets, including but not limited to those in the Town's Chesapeake Bay TMDL Action Plan. Finally, the Town will ensure that all grading and site-disturbing activities that occur at the facility comply with the requirements of Town Code Chapter 26, Article VIII "Stormwater Management."

4.1.11 On-Site Contractor Responsibilities

The Town has developed standard contract language to inform all contractors that they are responsible for implementing the Town's SOPs and abiding by all local, state, and federal stormwater regulations and requirements, including this SWPPP.

4.1.12 Security

An effective security system may prevent an accidental or intentional release of materials to the stormwater drainage system as a result of vandalism, theft, sabotage, or other improper uses of the property. Routine patrol, personnel training, lighting, signage, and access control are possible measures to include in the facility's security system.

4.2 Site-Specific Measures

This section discusses measures that are specific to the Public Works Complex. These measures are in addition to the general controls identified in Section 4.1. Because they are site-specific, these measures should be frequently evaluated to ensure that they are effective at reducing potential non-stormwater discharges and sources of pollutants.

4.2.1 Vehicle and Equipment Maintenance

The facility has implemented a number of measures designed to prevent pollution from vehicle and equipment maintenance operations. The measures include:

- Trench drains at the entrance to the maintenance bays capture any leaks spills within the bays. The drains convey material to the OWS, which then discharges to the sanitary sewer system.
- Used oil and antifreeze are stored inside the facility in a secondary containment structure.
- Bulk lubricants (55-gallon drums) are stored in a designated area with secondary containment provided via a concrete lined trench below the drums.
- Overhead service reels are provided for each maintenance bay. This allows personnel to dispense lubricants in a controlled manner that limits spills.
- Granular sorbent material is located within the maintenance facility to soak up any spilled/leaked material.
- Flame resistant cabinets are provided in the maintenance bays to store fuel and other flammables.

4.2.2 Vehicle and Equipment Wash

A dedicated vehicle wash is provided at the facility to handle all vehicle and equipment washing activities. The wash drains to an OWS and then to the sanitary sewer. All washing activities must be conducted within the vehicle wash to prevent the discharge of pollutants from outside vehicle washing activities.

4.2.3 Fueling Station

The fueling station has a number of structural controls to prevent the discharge of pollutants from fueling activities. They include the following:

- An overhead covering is provided to prevent precipitation from coming in contact with pollutants generated from the fueling operations.
- A spill kit is located at the fueling area to allow personnel to quickly address any spills/leaks that may occur. The spill kit is clearly labeled so that personnel can quickly identify it in the event of a spill.
- An emergency shutoff switch is located at the fueling station to allow for the pumps to be shut off in the event of a spill.
- Emergency contact information is located in case of a major spill or other emergency.
- Bollards are located at the fueling station to prevent vehicular impact that could damage the fuel tanks.

- Fire extinguishers are located at the fuel tank to allow personnel to address fires as needed.

4.2.4 Salt Storage

All salt and salt/rock dust mixture is located under structural cover. The following are implemented by the facility to prevent runoff of salt and other materials:

- Stormwater is diverted away from the storage area.
- All salt handling activities occur on an impervious surface that can be swept at the end of the handling activity.
- Care is taken to reduce spillage of salt when loaded onto trucks in non-covered areas.
- Residue is swept at the end of each precipitation event or significant loading operation.
- At the end of each winter season, salt storage areas are inspected to determine whether additional sweeping and material covering is required.

4.2.5 Liquid Deicer Secondary Containment

Poured concrete secondary containment is provided for the two 5,000-gallon ASTs containing salt brine and calcium chloride. Accumulated rainwater should only be released from the structure once it has been visually confirmed that there is no contamination (such as sheen). Such releases will be documented on the form included in Appendix D. If contamination is evident, then the contamination will be removed prior to the release. The outlet structure should remain locked when not in use.

4.2.6 Extended Detention Wet Pond

An extended detention wet pond stormwater management facility is located on the southwestern portion of the property. The pond provides primary treatment of the stormwater by settling suspended solids and filtering out trash and other debris. Routine inspections and maintenance of the pond are conducted in accordance with the Town's MS4 Program Plan and the VSMP regulations.

4.2.7 Inlet Protection

Witch hat-style inlet protection has been installed at all grate inlets at the facility. These are designed to capture sediment, particulates, and trash. To be effective and prevent clogging, these measures must be maintained and periodically replaced. Inspections should occur during routine site walk-throughs and be documented semi-annually as part of the good housekeeping checklist (Form 2 in Appendix E).

4.3 Recommended Actions

The actions in Table 4B are based on recommendations in Section 4 and a review of site inspections conducted during the past three years. Additional actions may be added based on further review or identification of potential pollutants and/or non-stormwater discharges.

Table 4B – Procedures and Control Measures Action Plan

Location	Sec. Ref.	Recommended Actions	Target Date
Vehicle Equipment Parking and Storage	4.1.4	Highlight during training the need to be observant for leaks from vehicles and equipment and to clean them up as soon as they are observed.	Next scheduled SWPPP training.
Good Housekeeping Program	4.1.1	Highlight during training the need to bring chemicals and other substances (paints, lubricants, sealants, gasoline, etc.) under cover immediately after use.	Next scheduled SWPPP training.
Fueling Station	4.2.3	Highlight during training the requirement to clean up and properly dispose of any spills at the fueling station.	Next scheduled SWPPP training.
Fueling Station	4.2.3	Locate a metal bin at the fueling station to store used absorbent.	12/31/2020
Material Stockpiles	4.1.6	Ensure material stockpiles are swept frequently to prevent runoff with stormwater.	Ongoing.
Salt Storage	4.2.4	Ensure salt/rock dust residue is swept into the building even during non-winter months.	Ongoing.
Scrap Material Storage and Salvage	4.1.7	Ensure scrap materials that are no longer needed are routinely identified and removed.	Ongoing.
Maintenance Bays	4.2.1	Move drums and other containers away from trench drains to ensure that any spills or leaks do not flow outside.	Ongoing.
Waste Containers	4.1.5	Develop and implement a plan to reduce or eliminate leakage observed from the self-contained trash compactor. The leakage appears to come from the connection point between the hopper and the larger compaction unit.	6/30/2020

5. TRAINING, INSPECTIONS, AND RECORDKEEPING

5.1 Training

Personnel training is essential to the effective performance of the SWPPP. Personnel at all levels of responsibility will be trained on the components and goals of the SWPPP, including employees who work in areas where high risk materials or activities are exposed to stormwater and employees responsible for implementing activities identified in the SWPPP.

In accordance with Part I E 6 d (5) of the MS4 permit and BMP 6.D of the MS4 Program Plan, training specific to the SWPPP will occur on a biennial basis. During off years, personnel from the facility will also be trained on other topics as required by the permit in the schedule presented with BMP 6.D. A blank Training Documentation Sheet (Form 1) is provided in Appendix E and will be used to document SWPPP training.

5.2 Semi-Annual Site Inspections

In accordance with Part I E 6 d (7) of the MS4 permit, routine site inspections will be conducted on at least a semi-annual basis by a qualified individual. If inspections reveal systemic issues, the SWPPT Leader will implement more frequent site inspections. A member of the SWPPT should either conduct or participate in the inspection. Inspections should be completed during a time of normal facility operations.

A Semi-Annual Inspection Checklist (Form 2) is provided in Appendix E. The facility manager is responsible for verifying the scope and adequacy of these inspection reports, which are to be filed with this SWPPP and retained for three years past the expiration date of the facilities coverage under the MS4 permit.

5.3 Annual Comprehensive Site Inspection

In accordance with Part I E 6 d (6) of the MS4 permit, a comprehensive site compliance evaluation will be conducted annually. The evaluation may take place at the same time as one of the semi-annual inspections in Section 5.2.

The evaluation will determine if the pollution prevention measures have been implemented and will assess their effectiveness. The evaluation will include an assessment of: the accuracy of the site map; the accuracy of the SWPPP and related records; the accuracy of potential pollutant sources, the effectiveness of stormwater pollution prevention procedures, and the overall effectiveness of the SWPPP. The site will be reviewed for changes in operations and potential non-stormwater discharges. Records and files will be reviewed for completeness. The SWPPP will be updated to reflect changes in operations that have the potential to affect stormwater quality and any new procedures necessary to reduce and prevent pollution discharges. Updates may take the form of short narratives attached at the end of the SWPPP.

A Comprehensive Site Evaluation (Form 3) form can be found in Appendix D. The completed form will be kept with the SWPPP as a record to the evaluation.

5.4 Spill Contacts, Reporting, and Documentation

In accordance with Part I E 6 d (8) of the MS4 permit, the SWPPP must include a log of each unauthorized discharge, release, or spill incident in accordance with Part III G. A Spill Incident Report (Form 4) can be found in Appendix E. Completed forms must be included in Appendix F of this SWPPP.

Part III G of the MS4 permit requires each facility to report any unauthorized discharges into state waters or discharges that may reasonably be expected to enter state waters. The facility must also report non-compliance that endangers human health or the environment. Both situations require the SWPPT Leader or Town Manager to notify DEQ. For an unauthorized discharge, the Town must notify DEQ immediately upon discovery, but in no case later than 24 hours. For non-compliance, the Town must notify DEQ within 24 hours from the time the Town becomes aware of the circumstances.

Table 5A – Emergency Spill Contacts

Contact	Number
Fairfax County Fire and Rescue	911 – Active spill event (703) 246-4386 – Not active spill event, no immediate hazard, work hours (703) 691-2131 – Not active spill event, no immediate hazard, after hours
Department of Environmental Quality, Northern Regional Office	(703) 583-3800
Town of Herndon Public Works	(703) 435-6853

Table 5B – 24-Hour Reporting Requirements

Regular Business Hours and Online Reporting	
DEQ, Northern Regional Office	(703) 583-3800
	https://www.deq.virginia.gov/Programs/PollutionResponsePreparedness/PollutionReportingForm.aspx
Nights, Holidays, and Weekends	
Virginia Department of Emergency Management	1 (800) 468-8892

A written report must be submitted to DEQ within five days to 13901 Crown Court, Woodbridge, Virginia 22193. The written report must contain the information in Table 5C.

Table 5C – Written Report Requirements

Contact	Number
1. A description of the nature and location of the discharge; 2. The cause of the discharge; 3. The date on which the discharge occurred; 4. The length of time that the discharge continued; 5. The volume of the discharge; 6. If the discharge is continuing, how long it is expected to continue; 7. If the discharge is continuing, what the expected total volume of the discharge will be; and, 8. Any steps planned or taken to reduce, eliminate, and prevent a recurrence of the present discharge or any future discharges not authorized by a permit.	1. A description of the noncompliance and its causes; 2. The period of noncompliance, including exact dates and times, and if the noncompliance has not been corrected, the anticipated time said non-compliance is expected to continue; and, 3. Steps taken or planned to reduce, eliminate, and prevent

5.5 Stormwater Quality Management Structure Inspections

The extended detention wet pond must be inspected annually in accordance with the MS4 permit. The Town Department of Public Works is responsible for documenting inspections, which are reported to DEQ in the MS4 annual report.

5.6 Release of Stormwater from Secondary Containment

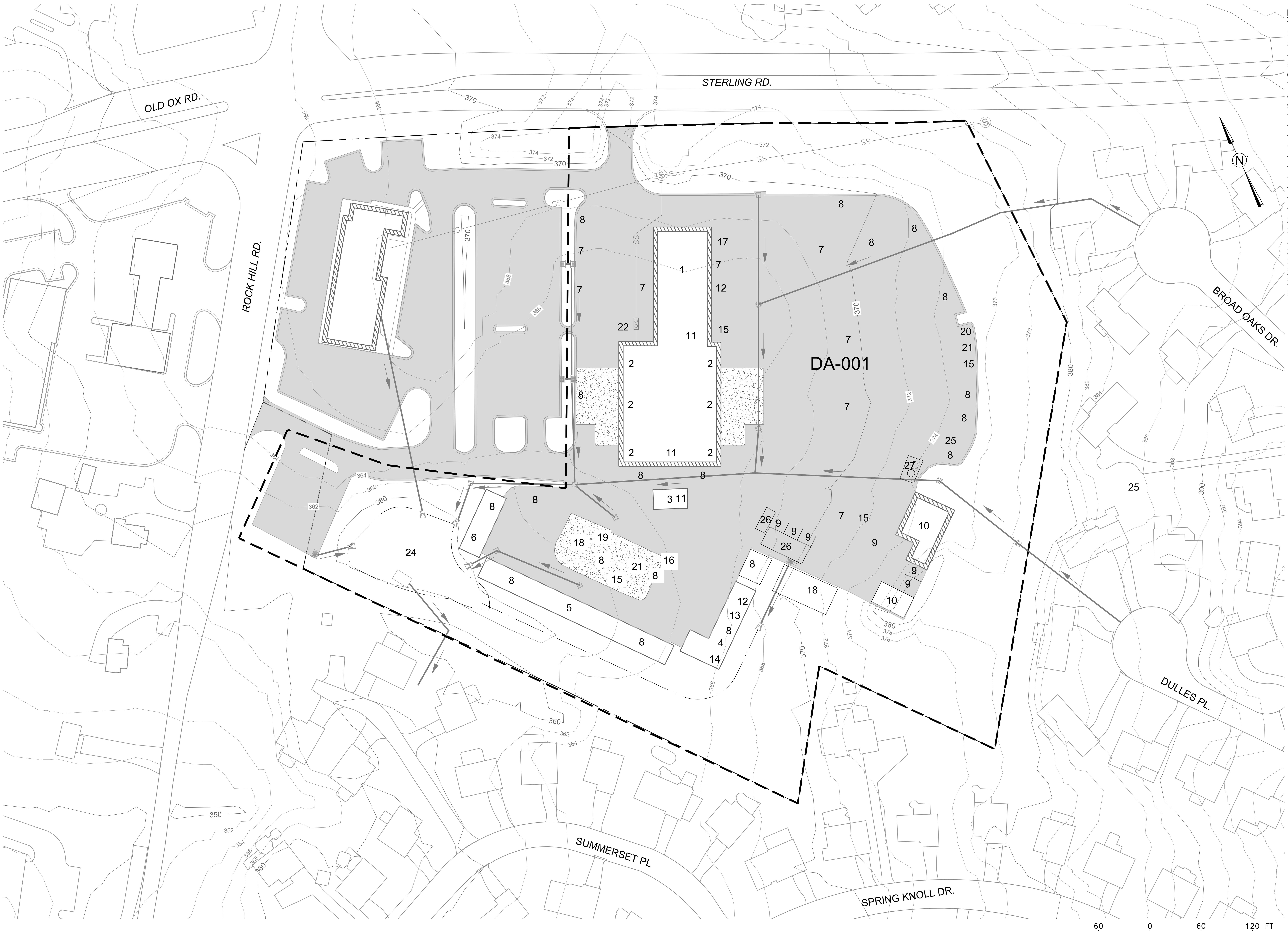
Secondary containment has been installed for the liquid deicer storage tanks. Accumulated rainwater should only be released from the containment area after it has been visually confirmed that there is no contamination (such as sheen). Such releases will be documented using the Secondary Containment Release Form in Appendix D. If contamination is evident, then the contamination will be removed prior to release.

5.7 Documentation

All completed forms and other documentation will be included with this SWPPP as Appendix F.

APPENDIX A

SITE MAP



NO.	ACTIVITY
1.	PUBLIC WORKS ADMIN/MAINTENANCE BUILDING
2.	VEHICLE/EQUIPMENT MAINTENANCE BAYS
3.	FUELING STATION
4.	CHEMICAL STORAGE BUILDING
5.	EQUIPMENT STORAGE BUILDING
6.	WATER/SANITARY EQUIPMENT STORAGE SHED
7.	VEHICLE PARKING
8.	EQUIPMENT STORAGE
9.	AGGREGATE/MATERIAL STORAGE
10.	SALT/ROCK DUST STORAGE
11.	SPILL KIT
12.	FLAMMABLE/COMBUSTIBLE MATERIALS STORAGE
13.	PESTICIDE STORAGE
14.	FERTILIZER STORAGE
15.	DUMPSTER(S)
16.	BATTERIES
17.	GENERATOR
18.	WOOD/LUMBER/LANDSCAPING STORAGE
19.	PLASTIC/RUMMBER STORAGE
20.	BRICKS/PAVERS
21.	MISCELLANEOUS METAL
22.	OIL/WATER SEPARATOR
23.	STORAGE SHED
24.	STORMWATER DETENTION POND
25.	WHITE GOODS
26.	TRASH COMPACTOR, TRASH COMPACTOR RAMP
27.	LIQUID DEICER TANKS WITH SECONDARY CONTAINMENT

LEGEND

- PROPERTY BOUNDARY LINE
- DRAINAGE AREA BOUNDARY LINE
- STORMWATER DRAINAGE SYSTEM
- SANITARY SEWER SYSTEM (SS)
- OIL/WATER SEPARATOR
- STORM OUTFALL

DRAINAGE AREA TABLE

OUTFALL ID	OUTFALL TYPE	ON SITE DRAINAGE AREA (ACRES)	PERCENT IMPERVIOUS
SD0-001	30" PIPE	9.7	61

NOT FOR CONSTRUCTION

NO.	DD	MM	YYYY	ISSUE / REVISION DESCRIPTION	ENG.	APPR.

CLIENT: TOWN OF HERNDON
777 LYNN STREET
HERNDON VA 20170

Wood Environment & Infrastructure Solutions, Inc.
4795 MEADOW WOOD LANE, SUITE 310 EAST
CHANTILLY, VA 20151
TEL: (703) 488-3700, FAX (703) 488-3701
LICENSURE: NC ENG. F-1253 NC GEOLOGY: C-247

wood.

DRAWN BY: MEG
CHECKED BY: SH
REVIEWED BY: MB
SCALE: AS SHOWN

PROJECT: TOWN OF HERNDON PUBLIC WORKS COMPLEX MAINTENANCE FACILITY
1479 STERLING ROAD
HERNDON, VA 20170

TITLE: HERNDON PUBLIC WORKS COMPLEX FACILITY SWPPP

PROJECT NO.: N/A
DATE: 20 OCTOBER, 2020
DWG. NO.: N/A
SHEET NUMBER: 1 OF 1

APPENDIX B

CHEMICAL INVENTORY

Chemical	Purpose	Quantity	Size	Location
15w-40 Motor Oil	Vehicle Maint.	Bulk	500 gal. tank	Compressor Room
5W-30 Motor Oil	Vehicle Maint.	2	55 gal. drum	Wash Bay 2
Diesel Exhaust Fluid	Vehicle Maint.	1	55 gal. drum	Wash Bay 2
75w-90 Gear Oil	Vehicle Maint.	1	55 gal. drum	Compressor Room
Antifreeze	Vehicle Maint.	Bulk	275 gal. tank	Compressor Room
Hydraulic Fluid	Vehicle Maint.	Bulk	500 gal. tank	Compressor Room
Waste Antifreeze	Vehicle Maint.	4	55 gal. drum	Shop
Neutro Wash	Vehicle Maint.	1	55 gal. drum	Shop/Wash Bay
Degreaser	Vehicle Maint.	1	55 gal. drum	Shop/Wash Bay
Waste Oil	Vehicle Maint.	Bulk	500 gal. tank	Shop/In Ground
Diesel Fuel	Vehicle Maint.	Bulk	10,000 gal. tank	Fuel Station/In Ground
Gasoline	Vehicle Maint.	Bulk	10,000 gal. tank	Fuel Station/In Ground
Salt Brine	Snow and Ice Management	Bulk	5,000 gal. tank	Salt Storage Area
Calcium Chloride	Snow and Ice Management	Bulk	5,000 gal. tank	Salt Storage Area
Neutro Wash t	Salt Remover	1	55 gal. drum	Shop/Wash Bay
Rhoma-Sol	Asphalt Remover	1	55 gal. drum	Shop
Shimmer-n-Shine	Truck Cleaner	2	5 gal. buckets	Shop
Grease-B-Gone	Grease Remover	2	22 gal. drums	Shop
Orange Degreaser	Degreaser	1	5 gal. bucket	Shop

Note: Due to the nature of the facility operations, this inventory is subject to change at any time and should not be considered a complete representation of the chemicals stored and handled onsite at any given time.

APPENDIX C

STANDARD OPERATING PROCEDURES

Stormwater Pollution Prevention Standard Operating Procedure (SOP)

Vehicle and Equipment Maintenance and Cleaning	
Date:	July 31, 2015; Updated September 6, 2017; Updated March 27, 2019
Purpose of SOP:	To establish standard, consistent stormwater pollution prevention procedures for vehicle and equipment maintenance and washing activities to prevent the discharge of pollutants related to these activities.
MS4 Permit Reference	Part I E 6 a
Responsible Parties	John Irish, Deputy Director of Public Works Richard Smith, Senior Civil Engineer Gene Flemming, Director of Golf

Vehicles and equipment can become sources of pollution as a result of leaks and spills during operation and maintenance if proper measures are not implemented. Further, vehicle and equipment wash water is prohibited from being discharged into the MS4 without adequate treatment or authorization under a separate VPDES permit.

Pollutants may include, but are not limited to, petroleum products, antifreeze, solvents, battery acid, detergents, and heavy metals. This SOP has been designed to minimize or prevent pollutant discharges from these activities.

1) Responsible Parties

a) Public Works Staff. Vehicle and equipment maintenance is performed by the General Services Activity Center of the Department of Public Works. Minor repair and response to spills also affects Grounds Maintenance and Street Maintenance.

b) Golf Course Staff. Golf course vehicles (primarily golf carts) and equipment are maintained by Centennial Golf Course personnel at the Maintenance Facility.

c) Contractors. This SOP must be adopted by reference or otherwise incorporated into all contracting agreements dealing with vehicle and equipment maintenance and cleaning. The requirements of this SOP will be discussed with contractors in project contract discussions or other appropriate venues to ensure a complete understanding of the details of this SOP.

2) Equipment and Vehicle Maintenance

a) Cover from Precipitation. To the extent possible, all maintenance activities should be conducted indoors or under cover.

b) Designated Waiting Area. A designated area will be established for equipment awaiting maintenance.
   i. The designated area should be located away from storm drain inlets or other stormwater conveyances.
   ii. Drip pans or other secondary containment should be placed under leaking, or leak-prone equipment.
   iii. Additional drip pans should be located in an area that is easily accessible to the designated waiting area.
   iv. Periodic, and preferably daily, visual inspections of the designated area should be conducted to identify any issues that could affect surface waters.

c) Fluid Storage. Fluids such as fuel, antifreeze, hydraulic fluid, motor oils, solvents, and similar materials will be properly managed to prevent discharge to surface waters.
   i. Fluids should be stored under cover and within a secondary containment structure, such as a concrete secondary containment structure, spill pad, or similar structure.
   ii. Keep waste oil, antifreeze, and other fluids properly covered and contained in tight fitting containers with proper labeling.
   iii. Keep fluids as far away as possible from bay doors or other places where a leak or spill could reach an outside area.

d) Spills and Leaks. Spills and leaks will be cleaned up immediately.
   i. Spill kits with absorbent materials, drain covers or plugs (if applicable), and instructions must be located within 50 feet of designated maintenance areas.
   ii. Dry clean-up methods shall be used to clean up spilled material. This includes the use of absorbent pads, granular absorbent, booms, and similar measures.
   iii. Waste sorbent material shall be drained of free flowing material and disposed of as solid waste in accordance with local regulations.
   iv. Water should never be used to clean up spilled material.
   v. Wash down of pavement should not occur until all spills and leaks have been cleaned up. If a buildup of waste materials is present on the pavement, the resulting wash water must be contained and disposed of in a sanitary sewer.

e) Work Space.
   i. Sweep the maintenance area as needed to prevent a buildup of pollutants.
   ii. A trash receptacle must be provided in/near the maintenance area.
   iii. Areas shall be maintained in an orderly manner to minimize the chance for spills and leaks.

f) Inspections. Inspect equipment for damaged hoses and leaky gaskets routinely and repair or replace immediately.

g) Parts Washing.

i. Only wash parts in a designated area (e.g., parts washer) and verify that no wash water is discharged during the process.
ii. Dispose of parts wash water in an approved manner.

3) Washing Activities

a) Washing Generally. Washing of vehicles and equipment will only be conducted inside the Town Shop facility in the bay designed for that purpose. Wash water from that facility enters the sanitary sewer system.

b) Washing at the Golf Course Maintenance Facility. Washing grass clippings from mowers and similar equipment may be conducted at the Maintenance Facility provided that the wash water is directed toward the StormFilter system and that quarterly monitoring confirms that the system is effective at preventing the discharge of clippings and other materials into the storm sewer system.

c) Exceptions. If access to the designated wash area is not an option, the following alternatives must be used:
   i. Use a commercial washing contractor that provides mobile washing services. All wash water must be contained and removed by the washing contractor. Town staff must oversee the activities to ensure proper containment and removal of the wash water.
   ii. Use a commercial washing facility.
   iii. If the washing is limited to removal of vegetative matter or soil particles, and can be done without the use of detergents, it can be conducted on a flat, grassy area away from storm drains, stormwater conveyances, or natural water ways. This practice will not be used to clean vehicles or equipment for salt, fuels, oil, fertilizers, chemicals, etc.

4) Training

This SOP will be incorporated into annual training for applicable employees in accordance with the Town's MS4 Program Plan that involve vehicle and equipment maintenance and cleaning. Documentation of the training, including sign-in sheets and materials used, will be included in the Town's MS4 annual reports.

Stormwater Pollution Prevention Standard Operating Procedure (SOP)

Pesticides, Herbicides, and Fertilizers	
Date:	July 31, 2015; Updated September 6, 2017; Updated March 27, 2019
Purpose of SOP:	To establish standard, consistent stormwater pollution prevention procedures for the application, storage, transport, and disposal of pesticides, herbicides, and fertilizers to prevent the discharge of pollutants related to these activities.
MS4 Permit Reference	Part I E 6 a
Responsible Parties	John Irish, Deputy Director of Public Works Richard Smith, Senior Civil Engineer Gene Flemming, Director of Golf

Pesticides, herbicides, and fertilizers can become sources of pollution if improperly applied, stored, transported, or disposed. Fertilizers contribute to nutrient pollution. The Town of Herndon is subject to the Chesapeake Bay Total Maximum Daily Load (TMDL), which means that the Town must achieve specific nutrient reductions in accordance with its municipal separate storm sewer system (MS4) permit. Pesticides and herbicides can be toxic to aquatic life in local streams and waterways. This SOP has been designed to minimize or prevent pollutant discharges from these activities.

1) Responsible Parties

a) Public Works Staff. Grounds Maintenance within the Department of Public Works is responsible for most activities involving pesticides, herbicides, and fertilizers on Town property.

b) Golf Course Staff. Centennial Golf Course staff are responsible for activities involving pesticides, herbicides, and fertilizers on golf course property.

c) Contractors. This SOP must be adopted by reference or otherwise incorporated into all contracting agreements dealing with pesticide, herbicide, and fertilizer application, storage, transport, or disposal. The requirements of this SOP will be discussed with contractors in project contract discussions or other appropriate venues to ensure a complete understanding of the details of this SOP.

2) Pesticides and Herbicides

a) Application and Training. All staff who apply pesticides or herbicides to Town-owned property will receive proper training/certification in accordance with the Virginia Pest Control Act (§3.2-3900 *et seq* of the Code of Virginia). Training/certification will be documented at least annually in the Town's MS4 Program Plan annual report to the Virginia Department of Environmental Quality (DEQ).

b) Contractors. All contract applicators who apply pesticides or herbicides to Town-owned property will likewise agree through contract language or otherwise provide written certification that proper training and certification in accordance with the Virginia Pest Control Act has been obtained. Contractors will provide documentation on request.

c) Safety Data Sheets: Safety Data Sheets (SDSs) will be maintained for all relevant materials stored or used on-site. SDSs will be readily available for all personnel on-site to review.

d) Use Minimization and Targeting.
   i. Use manual and/or mechanical methods for weed and pest control or vegetation removal wherever possible rather than chemical methods.
   ii. When chemicals are required, use the least toxic method to control animal or plant pests. This may include, but is not limited to, pheromone-based traps and sticky paper.
   iii. When chemicals are used, use the most biodegradable product that will accomplish the desired goal.
   iv. When possible, limit the application to the problem area and spot spray on infested areas only.
   v. Designate a no-spray zone, preferably 50 feet or more, around water features.
   vi. Contact the Fairfax County office of the Virginia Cooperative Extension for more information on Integrated Pest Management at http://offices.ext.vt.edu/fairfax/ or (703) 324-5369.

3) Fertilizers

a) Application and Training. Fertilizers at Centennial Golf Course will only be applied in accordance with the approved nutrient management plan (NMP). This applies to golf course staff and all contractors. If the Town determines that nutrients are applied to a contiguous area of one acre or greater, a NMP must be developed for the site.

4) General Practices

a) Manufacturer's Recommendations. Follow all manufacturer's recommendations for mixing, applying, and handling pesticides, herbicides, and fertilizers.

b) Storage. All materials, whether liquid or dry, should be properly stored under cover when not in use.
   i. Materials should be stored in an adequately ventilated and secured building to prevent unauthorized use or access.

ii. Materials must be stored under cover and, where possible, within a secondary containment structure, such as a concrete secondary containment structure, spill pad, or similar structure.
iii. Keep materials properly covered and contained in tight fitting containers.
iv. Properly label all materials.
v. Keep materials as far away as possible from bay doors or other places where a spill could reach an area outside area.

b) Mixing.
   i. Provide adequate containment when mixing materials. This includes an area with impervious surface and adequate perimeter control to prevent the discharge of pollutants in the event of a spill.
   ii. All mixed material containers shall be labeled with the specific contents.
   iii. Mix the minimum amount of material needed for the immediate job.

c) Application.
   i. Time the application of materials to coincide with the manufacturer's recommendation for best results.
   ii. Do not apply pesticides or herbicides during precipitation or if precipitation is expected. Do not apply before an irrigation cycle.
   iii. Do not apply fertilizers when heavy rain that could cause significant runoff is anticipated.
   iv. Do not apply when wind conditions could result in spray drift to waterbodies or areas not targeted for application.
   v. If possible, limit the application of pesticides or herbicides to a specific problem area.
   vi. Avoid applying materials in or near any drainage ditch, creek, pond, or seasonal streambed.

d) Spills and Leaks. Spills and leaks should be cleaned up immediately.
   i. Dry clean-up methods should be used to clean up spilled material. This includes the use of absorbent pads, granular absorbent, booms, and similar measures.
   ii. Waste sorbent material must be disposed of properly.
   iii. Water should never be used to clean up spilled material.
   iv. Wash down of pavement should not occur until all spills and leaks have been cleaned up.

e) Clean-Up.
   i. Sweep pavement and sidewalks where fertilizers or other solid chemicals have fallen, sweep them onto grassy areas or collect and dispose of properly.
   ii. Make sure all containers are properly labeled.
   iii. Dispose of excess or left over chemicals according to instructions on the label and local waste regulations.
   iv. Triple rinse all pesticide and herbicide containers prior to disposal.

v. Never rinse pesticides in an area where it has the potential to enter the storm drain or be washed into a local water body.
vi. Application equipment must be washed in a fully contained area that drains to a holding tank or a sanitary sewer.

5) Training

This SOP will be incorporated into annual training for applicable employees in accordance with the Town's MS4 Program Plan that involve the application, storage, transport, or disposal of pesticides, herbicides, and fertilizers. Documentation of the training, including sign-in sheets and materials used, will be included in the Town's MS4 annual reports.

Stormwater Pollution Prevention Standard Operating Procedure (SOP)

Outdoor Material Storage	
Date:	July 31, 2015; Updated September 6, 2017; Updated March 27, 2019
Purpose of SOP:	To minimize or prevent pollutant discharge from the outdoor storage of materials.
MS4 Permit Reference	Part I E 6 a
Responsible Parties	John Irish, Deputy Director of Public Works Richard Smith, Senior Civil Engineer Gene Flemming, Director of Golf

Outdoor storage of material can become a source of pollution as a result of leaks, spills, or accidents, or through the corrosion or leaching of materials into stormwater. Bulk materials such as sand, dirt, gravel, and mulch can also wash into the storm drain system when left exposed to precipitation. This SOP is designed to minimize the potential for outdoor storage of material to negatively affect stormwater quality.

1. Responsible Parties

a) Public Works Staff. Public Works engages in multiple activities that involve the outdoor storage of materials.

b) Golf Course Staff. The Centennial Golf Course has a materials storage facility where sand, mulch, and organic compost are stored in concrete bays.

c) Contractors. This SOP must be adopted by reference or otherwise incorporated into all contracting agreements dealing with outdoor storage of materials. This includes, but is not limited to liquid bulk storage as well as dry storage such as sand, gravel, mulch, and dirt.

d) Other SOPs and Documents. In addition to this SOP, the following documents are incorporated by reference and must be consulted:
   i. The Snow and Deicing Operations SOP for storage of salt and deicing materials.
   ii. Spill Prevention, Control, and Countermeasure (SPCC) Plans for the Town Shop and Centennial Golf Course.

iii. Stormwater Pollution Prevention Plans (SWPPPs) for the Town Shop and Centennial Golf Course.

2. Outdoor Storage Areas

a) Indoor Storage. All chemical and material containers should be stored indoors whenever possible. If they must be stored outdoors, place them under a roof or secured tarp.

b) Secondary Containment.
   i. All containers and dry materials should have secondary containment.
   ii. Place all containers and dry materials on a plastic pallet or other device that elevates them off the ground or pavement and provides containment.
   iii. Never release accumulated stormwater from a secondary containment structure unless it has been verified that there is no contamination present. If contamination is present, it must be properly mitigated prior to discharge, discharged to a sanitary sewer, or otherwise handled in accordance with the contaminate present.

c) Placement. Place containers on paved or impervious surfaces and as far from (or at a lower elevation than) storm drain inlets and drainage ditches as possible.

d) Traffic Control. Materials should be stored away from vehicle and equipment traffic. Bollards should be placed around materials where vehicles and equipment may come into close proximity.

e) Spill Response.
   i. Provide a spill kit near all storage areas.
   ii. Clean up any spills, leaks, or discharges promptly.
   iii. If a container is found to be leaking, either empty the contents into a leak-tight container or place the entire container inside of a larger leak-tight container.

f) Inspections. Inspect all containers stored outdoors regularly.

3. Sand, Dirt, or Gravel Stockpiles

a) Stockpiles should be stored inside a storage building or under a roof whenever possible.

b) If a permanent overhead structure is not available, cover stockpiles with a properly secured tarp.

c) Contain stormwater run-off from stockpiles by using barriers or berms.

d) Sweep areas surrounding the stockpile frequently to prevent materials from mingling with stormwater.

e) Whenever possible, order only the amount of the material to be stockpiled that is needed for the specific job and schedule delivery to minimize the amount of outdoor storage time.

f) Locate stockpiles away from storm drain inlets. Provide protection for the inlet if necessary to prevent the discharge of materials.

4. Bulk Liquid Materials Storage

a) Ensure that the content of a bulk liquid storage vessel is clearly marked in plain language.

b) Provide impervious secondary containment for all above ground storage tanks (ASTs).

c) To the extent possible, provide adequate containment for all material loading/unloading areas.

d) Refer to the SPCC Plans for the Town Shop and Centennial Golf Course and the SWPPPs for the Town Shop and Centennial Golf Course for facility-specific requirements and best practices.

e) Where provided, keep drain valves in secondary containment locked in the closed position at all times.

f) Never release accumulated stormwater in a secondary containment structure unless it has been verified that there is no contamination present. If contamination is present, it must be properly cleaned prior to discharge.

g) Provide locks for all access points to bulk liquid storage tanks.

h) Make sure that an adequate spill kit with sufficient equipment and supplies is located near storage areas where spills are possible. Clean up any spills, leaks, or discharges immediately.

5. Training

This SOP will be incorporated into annual training for applicable employees in accordance with the Town's MS4 Program Plan that involve the outdoor storage of materials. Documentation of the training, including sign-in sheets and materials used, will be included in the Town's MS4 annual reports.

Stormwater Pollution Prevention Standard Operating Procedure (SOP)

Road, Street, Parking Lot, and Sidewalk Maintenance	
Date:	July 31, 2015; Updated March 27, 2019
Purpose of SOP:	To minimize or prevent pollutant discharge from daily operations associated with road, street, parking lot, and sidewalk maintenance.
MS4 Permit Reference	Part I E 6 a
Responsible Party	John Irish, Deputy Director of Public Works Richard Smith, Senior Civil Engineer

Roads, streets, parking lots, and sidewalks can become a source of pollution during maintenance and construction activities if proper pollution prevention measures are not implemented. This SOP has been designed to minimize or prevent pollutant discharges from these activities.

1. Responsible Parties

a) Town Staff. The Street Maintenance and Construction Activity Center of the Department of Public Works is responsible for the maintenance and repair of approximately 128 lane miles of the road system within the Town. Work is completed in accordance with Virginia Department of Transportation (VDOT) and Town of Herndon standards. Street Maintenance and Construction is also responsible for filling potholes and fixing damaged asphalt, sidewalks, or curbs.

b) Contractors. This SOP must be adopted by reference or otherwise incorporated into all contracting agreements dealing with road, street, parking lot, and sidewalk maintenance and construction. The requirements of this SOP will be discussed with contractors in project contract discussions, pre-construction meetings, or other appropriate venues to ensure a complete understanding of the details of this SOP.

2. General Procedures

a) Spill Response. Ensure spill response material/equipment is readily available when work activity requires the use of paints, chemicals, or other materials that could harm human health or the environment and any time that equipment is used that involves hydraulic fluids or other fluids that may leak.

b) Storm Inlet Protection. Provide for storm drain inlet protection when working in close proximity and there is a potential for a discharge as the result of a spill or a precipitation event.

c) Safety Data Sheets. Ensure that safety data sheets (SDSs) are available for all materials used during surface repair and maintenance activities. SDS should be readily available and accessible to all Town and contractor personnel handling chemicals or other potentially harmful materials.

d) Weather Conditions. To the extent possible, construction and maintenance activities should only be scheduled and conducted during dry weather. All possible precautions should be used to avoid conducting potential pollution generating construction and maintenance activities immediately before or during times when precipitation is likely to occur.

e) Routine Inspections. During periods of construction and/or maintenance, the work area should be routinely inspected for signs of spills, leaks, trash accumulation, illicit discharges from the site, buildup of sediment, or other conditions that may result in the discharge of pollutants from the site to the storm drainage system.

f) Clean Surfaces. To the extent possible, broom sweep or vacuum all surfaces periodically to keep the work area clean and free from pollutants. Hosing down surfaces should be avoided unless the area is completely contained so that all drainage is directed to the sanitary sewer. Water may also be directed to grass surfaces where it can infiltration into the ground.

3. Asphalt Surface Repair and Maintenance

a) Store mixed asphalt under cover and protected from precipitation and extreme temperatures.

b) Reduce the amount of asphalt materials stored onsite. When possible, purchase only the amount of materials necessary to complete a project.

c) If bulk material storage is necessary, locate storage area outside of the drainage conveyances and away from storm drain inlets. Ensure a tarp is available in case the materials need to be protected from precipitation.

d) Minimize the amount of water used when conducting asphalt cutting, grinding, or milling. Water should only be used in amounts necessary to control dust and provide lubrication, and should never be used in amounts that would result in a flow that could discharge to the drainage system.

e) All sediment and debris resulting from cutting, grinding, milling, or other repair and maintenance shall be contained, swept up, and disposed of properly.

f) The use of tar-based products is strongly discouraged since they contain higher levels of polycyclic aromatic hydrocarbons (PAHs) that harm fish and other aquatic organisms.

g) Apply sealants or other liquid surface treatments with care, avoiding misapplication to a storm drain or other non-asphalt surface. When conditions require application adjacent to a storm drain inlet, consider the use of an impervious inlet cover to prevent unintended spray into the storm drain.

4. Surface Painting/Striping

a) When removing old paint, contain the removed paint to the extent possible and dispose of as appropriate. If there is a potential to encounter lead-based paint, additional precautions not outlined in this SOP may be required.

b) When using high pressure water to remove old paint, protect nearby inlets to prevent the discharge of waste paint, sediment, or other pollutants into the storm drainage system. Use perimeter control around the work area to collect removed paint and dispose of as appropriate.

c) When surface grinding or sand blasting to remove paint, sweep up the paint debris immediately. If water is used for grinding, minimize the amount of water used and provide proper containment to prevent any discharge to the drainage system.

d) When possible, use thermoplastic markings instead of paint for all surface striping.

e) All paint should be stored inside and protected from precipitation.

f) To the extent practical, handle paint in a contained area, under cover from precipitation. If secondary containment is not available, use temporary structural best management practices to protect storm drain inlets and prevent the discharge of paints in the event of a spill.

g) Apply paint at an appropriate rate to prevent excess paint from running off the site.

h) In the event of a spill, containment materials should be deployed to contain the spill and prevent paint from entering the storm drain.

i) Dispose of all waste material in an appropriate manner.

    i. Excess latex and water based paint that is not able to be used elsewhere can be allowed to dry, under cover from precipitation, and disposed of as solid waste. Refer to product information for specific requirements for disposal.

    ii. Leftover oil based paints and solvents must be disposed of as household hazardous waste according to federal and state environmental regulations.

j) Paint equipment should be washed after use in a designated wash area that is plumbed to a sanitary sewer, or approved containment structure.

5. Concrete Surface Repair and Maintenance

a) Store dry concrete material inside, under cover from precipitation.

b) Minimize the amount of concrete material stored onsite. If possible purchase only the amount of concrete material needed for a particular job.

c) Locate storm drain inlets in the vicinity of the work site. Storm drain inlets should be protected with a barrier if the work is in close proximity to the inlets and there is a reasonable chance for material to discharge to the inlet as the result of a spill or precipitation event.

d) To control dust, "wet" cutting methods should be used when practicable. Minimize the amount of water used when conducting cutting to prevent a discharge to the storm drain system. Saw cut slurry shall be contained and properly disposed. Using a vacuum to contain slurry in the saw cutting process is an effective way to ensure that pollutants are not allowed to enter storm drains or other stormwater infrastructure.

e) Remove demolished concrete or related debris and dispose of at a solid waste facility that accepts construction and demolition debris. Dry clean-up methods (broom and shovel) should be used to manage concrete debris to the extent practicable.

f) A concrete washout shall be clearly established and identified at any location where concrete is to be mixed or poured. The concrete washout shall be constructed with an impervious material and in a manner that would prevent washout material from discharging to the storm system. Guidance can be found at www.epa.gov/npdes/pubs/concretewashout.pdf.

g) Excess material that cannot be used at another location or project can be discharged into the designated concrete washout facility, if adequate capacity exists, where it should be allowed to dry and then be disposed as construction waste.

6. Porous Concrete, Porous Pavers, and Similar Structures

a) Prior to conducting any construction or maintenance work, locate and identify any stormwater management facilities within the project area, including but not limited to pervious or porous pavement, rain gardens, etc.

b) Clearly delineate porous pavement, pervious pavers, and similar structures that are not easily distinguishable from traditional surfaces, to increase awareness of their existence.

c) Surface vacuuming should be performed on a routine basis and in the event of a spill of any material that may clog pore spaces. Sweeping is not the preferred method since it can lead to clogging of pores with sediment and other granular material.

d) Do not locate staging areas, equipment or material storage areas on top of porous pavement.

7. Vegetation Management

a) During routine mowing operations, minimize the amount of clippings with the potential to enter the storm drain by directing clippings away from impervious surfaces whenever possible.

b) Do not purposefully sweep, blow, or dump clippings or any vegetated waste into storm inlets. Either blow clippings into grassy areas or collect the clippings or vegetated waste for composting.

8. Training

This SOP will be incorporated into annual training for applicable employees in accordance with the Town's MS4 Program Plan that involve road, street, parking lot, and sidewalk maintenance. Documentation of the training, including sign-in sheets and materials used, will be included in the Town's MS4 annual reports.

Stormwater Pollution Prevention Standard Operating Procedure (SOP)

Snow and Deicing Operations	
Date:	July 31, 2015; Updated March 27, 2019
Purpose of SOP:	To minimize or prevent pollutant discharge from operations associated with snow removal and deicing.
MS4 Permit Reference	Part I E 6 a
Responsible Party	John Irish, Deputy Director of Public Works Richard Smith, Senior Civil Engineer

This SOP is designed to minimize, to the extent practical, the impacts of snow removal and deicing operations on local water quality while still ensuring public safety. This includes the storage and application of sand, salt, and other deicing chemicals.

1. Responsible Parties

a) Town Staff. The Street Maintenance and Construction Activity Center of the Department of Public Works is responsible for snow removal and deicing operations in the Town's road right-of-way and on Town property. Other staff members may engage in minor treatment of sidewalks and building entrances using bagged or boxed deicing materials.

b) Contractors. This SOP must be adopted by reference or otherwise incorporated into all contracting agreements dealing with snow removal or deicing operations within the Town's road right-of-way or on Town property.

2. Use of Deicing Agents Containing Urea or Other Nutrients

The Town, including contractors, will not apply any deicing agent containing urea or other forms of nitrogen or phosphorus to parking lots, roadways, sidewalks, or other paved surfaces.

3. Salt and Deicer Storage

a) Cover from Precipitation. Salt and other chemical deicers will be stored in a covered structure or container at all times, unless active loading or spreading is occurring. Containment structures should be permanent in their construction and made of materials that are not subject to salt corrosion. Temporary storage of salt and other chemical deicers is not recommended; however, if materials must be stored outside of a

permanent structure, the storage must be on a temporary basis only. Temporary storage piles must be covered with a tarp and adequately secured at all times when not being actively worked.

b) Impervious Bottom. Salt and other chemical deicers will only be stored on an impervious surface such as a concrete slab or an asphalt parking lot. The use of a tarp or other material as an impervious bottom is not adequate, unless specifically designed and certified by a professional engineer.

c) Management of Run-on and Run-off. Salt, sand, and other deicer materials must be stored away from storm drain inlets and other conveyance structures. Storage structures must provide adequate barriers to prevent run-on into the storage pile, and minimize erosion from the pile. All run-off from salt and other chemical deicer piles must be eliminated at all times. Any run-off containing salt material must be captured and either returned to the storage pile, managed as salt brine, or discharged to a sanitary sewer system.

4. Sand and Deicer Use

a) Deicing Material. Prior to each winter season, the Town will assess deicing materials, and to the extent practical, will select the materials and mix that has the least impact on water quality while still effectively meeting the Town's public safety needs.

b) Anti-icing. Liquid anti-icing materials may be applied prior to storm events to prevent the bond between winter precipitation and the road surface. This can effectively reduce the amount of deicing material necessary for a storm event. Anti-icing applications should be conducted per manufacturer's recommendations.

c) Equipment Calibration. All equipment will be calibrated in accordance with the manufacturer's instructions and the specified applications rates for the material being applied. Calibration will include plowing speed and applicable spreader settings. The manufacturer's instructions will be kept at the Town Shop and referenced prior to each winter storm event.

d) Application Rate. The Town will use the lowest application rate that will effectively treat surfaces to meet safety needs.

e) Loading. When loading salt, sand, or other deicers, care will be taken to not overfill the truck or tank.

5. Sand and Deicer Clean Up

a) Clean-Up. Loading areas will be swept frequently to prevent salt or sand build-up and run-off. At a minimum, loading areas should be inspected and swept following each storm event or other period when handling occurs.

b) Street Sweeping. The Town conducts routine street sweeping beginning in spring to clean up debris and other materials that collect during winter months, including salt, sand, and other deicers.

c) Small Applications. To the extent practical, small amounts of salt, sand, and deicing materials applied to sidewalks or building entrances by Town staff will be swept up and disposed of properly when weather conditions allow.

d) Vehicle Washing. Spreading and other equipment used during deicing operations will only be washed inside the Town Shop facility in the bay designed for that purpose. Wash water from that facility enters the sanitary sewer system.

6. Training

This SOP will be incorporated into annual training for applicable employees in accordance with the Town's MS4 Program Plan that involve snow and deicing operations. Documentation of the training, including sign-in sheets and materials used, will be included in the Town's MS4 annual reports.

Stormwater Pollution Prevention Standard Operating Procedure (SOP)

Utility Construction and Maintenance	
Date:	July 31, 2015; Updated March 27, 2019
Purpose of SOP:	To establish standard, consistent stormwater pollution prevention procedures for utility construction and maintenance activities to prevent the discharge of pollutants related to these activities.
MS4 Permit Reference	Part I E 6 a
Responsible Party	John Irish, Deputy Director of Public Works Richard Smith, Senior Civil Engineer

Utility construction and maintenance activities may become sources of pollution if proper measures are not implemented. This SOP has been designed to minimize or prevent pollutant discharges from these activities.

1) Responsible Parties

a) Town Staff. Routine construction and maintenance of utilities is conducted by Street Maintenance and Water and Sewer personnel in the Department of Public Works.

b) Contractors. This SOP must be adopted by reference or otherwise incorporated into all contracting agreements dealing with utility construction and maintenance. The requirements of this SOP will be discussed with contractors in project contract discussions, pre-construction meetings, or other appropriate venues to ensure a complete understanding of the details of this SOP.

2) Utility Construction and Maintenance Controls

a) Project Planning.
   i. To the extent possible, all maintenance and construction activities should be conducted during periods of dry weather.
   ii. The extent of areas excavated at one time should be minimized where possible to limit the active construction area.

b) Excavation and Material Management. Installing new, or uncovering existing underground utilities must be done with care to avoid the discharge of pollutants to the drainage system.
   i. Locate storm drain inlets prior to any excavation, and provide controls for inlets in close proximity to the work area.

ii. Existing vegetation in and around areas being excavated should be preserved to provide natural erosion control.
iii. The extent of the excavation should be minimized to the extent practicable.
iv. Material excavated during trenching activities should be neatly stockpiled. In the event that the stockpiles must remain overnight, proper covering (secured tarps) and perimeter controls (sediment logs, straw bales, etc.) must be used.
v. Materials temporarily stockpiled in a roadway or other impervious surface that conveys directly to the MS4 should be removed by the end of the work day or prior to any precipitation, whichever comes first.
vi. If excavated material will not be used as backfill, the material should be removed from the site as soon as possible.
vii. If trench or pipe dewatering is necessary, provide appropriate sediment controls, such as dewatering bags or other sediment traps at the point of discharge. Additional permitting or authorization may be required to discharge to the drainage system.
viii. Dispose of all waste materials generated in the construction and maintenance process accordingly.

c) Fluid Storage and Handling.
   i. Fluids should be stored in a general secondary containment structure (storage bin, truck bed, etc.) when not being actively used.
   ii. All materials should be kept in tight fitting containers that are compatible with the material, and with proper labeling provided.
   iii. To the extent possible, fluids should be added to equipment in a location that is adequate distance from a storm drain inlet. This is typically 25 feet or more.

d) Spills and Leaks.
   i. Spill kits with absorbent materials should be onsite during all construction and maintenance activities.
   ii. Dry clean-up methods shall be used to clean up spilled material. This includes the use of absorbent pads, granular absorbent, booms, and similar measures.
   iii. Waste sorbent material shall be drained of free flowing material and disposed of as solid waste in accordance with local regulations.
   iv. Water should never be used to clean up spilled material.
   v. Wash down of pavement should not occur until all spills and leaks have been cleaned up. If a buildup of waste materials is present on the pavement, the resulting wash water should be contained and disposed of in a sanitary sewer.

e) Other Town SOPs.
   i. Refer to the Road, Street, Parking Lot, and Sidewalk Maintenance SOP for additional procedures for maintenance activities that involve asphalt and concrete surface repair and maintenance.
   ii. Refer to the Outdoor Material Storage SOP for additional procedures for material storage.

3) Training

This SOP will be incorporated into annual training for applicable employees in accordance with the Town's MS4 Program Plan that involve utility construction and maintenance. Documentation of the training, including sign-in sheets and materials used, will be included in the Town's MS4 annual reports.

APPENDIX D

SECONDARY CONTAINMENT RELEASE FORM

RELEASE OF RAINWATER FROM SECONDARY CONTAINMENT STRUCTURE

Complete this form each time that accumulated rainwater is to be released from an exposed secondary containment structure.

Date:	**Time**	
Location	Public Works Complex	
Containment Structure	Liquid Deicer Tanks	
SWPPT Member		

Visual Observation of Accumulated Rainwater
Check yes or no, and provide details under comments.

ITEM	YES	NO	COMMENTS
COLOR			
FOAM			
CLOUDY			
OUTFALL STAINING			
OIL SHEEN			
OTHER			

If accumulated rainwater appears contaminated, list actions taken to remove contaminants:

After the release of the accumulated rainwater, was the secondary containment drain valve properly closed?

☐ YES ☐ NO

Comments:

APPENDIX E

INSPECTION CHECKLISTS AND FORMS

TRAINING DOCUMENTATION SHEET..... FORM 1

SEMI-ANNUAL INSPECTION CHECKLIST..... FORM 2

COMPREHENSIVE SITE COMPLIANCE EVALUATION..... FORM 3

SPILL INCIDENT REPORT ..... FORM 4

FORM 1

TRAINING DOCUMENTATION SHEET

Location _____ Date _____

Class Name _____

Instructor(s) _____

Employee Name	Signature	Title/ Dept.

FORM 2

Semi-Annual Inspection Checklist

Date:	Public Works Complex	Inspector:

1. Good Housekeeping Procedures	Yes	No	N/A	Observations/Required Actions
Are work areas and floors clean and dry?	☐	☐	☐	
Are brooms, dust pans, and mops on hand for easy access?	☐	☐	☐	
Are dumpsters closed?	☐	☐	☐	
Is the site free of litter and debris?	☐	☐	☐	
Are the witch hat grate inlet protectors functioning and in good condition?	☐	☐	☐	
2. Materials Handling and Storage	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is there adequate aisle space and organization in all storage areas so that any corrosion or leaks can be detected early?	☐	☐	☐	
Have proper security measures been taken for storage areas?	☐	☐	☐	
Are all containers labeled with contents on the appropriate label?	☐	☐	☐	
Are Safety Data Sheets available for all chemical substances?	☐	☐	☐	
Are all containers that are not in use closed?	☐	☐	☐	
Are containers stored indoors and away from entrances whenever practical?	☐	☐	☐	
Are maintenance activities conducted indoors whenever practical?	☐	☐	☐	
If outdoors, are containers protected from precipitation and runoff whenever practical?	☐	☐	☐	

Are containers protected from vehicular traffic?	☐	☐	☐	
Have all containers been inspected and are they generally in good condition?	☐	☐	☐	
Do all containers have secondary containment?	☐	☐	☐	
Have material stockpile areas been swept to prevent runoff of materials?	☐	☐	☐	
3. Spill Prevention and Response	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is emergency/contingency equipment accessible in close proximity to storage areas (spill kits, drip pans, etc.)?	☐	☐	☐	
Have all areas been inspected for visible leaks or potential discharges of significant materials?	☐	☐	☐	
Have all spills been properly cleaned up and disposed of properly?	☐	☐	☐	
4. Pump Inspection	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have outdoor fuel/oil pumps been inspected for signs of leakage or deterioration?	☐	☐	☐	
Has mobile equipment been inspected for potential leaking fluids?	☐	☐	☐	
5. Structural Control Devices	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the pond generally free of issues that would prevent operation as designed?	☐	☐	☐	
Have the oil water separators been inspected?	☐	☐	☐	
Has the vehicle wash catch basin been inspected for sediment build-up?	☐	☐	☐	
6. Scrap Metal Storage	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have scrap parts and empty drums no longer in use been removed from the property?	☐	☐	☐	
7. Erosion and Sediment Controls	**Yes**	**No**	**N/A**	**Observations/Required Actions**

Is the facility free of bare areas that could result in soil erosion?	☐	☐	☐	
8. Salt Storage Controls	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the salt storage area protected from run-on of stormwater?	☐	☐	☐	
Is the area around the salt storage area swept after each use and free of material that could mingle with stormwater?	☐	☐	☐	
Is the liquid deicer secondary containment area in good condition with the valve closed?	☐	☐	☐	
9. Fueling Operations	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the spill kit fully stocked at the fuel station and accessible for use?	☐	☐	☐	
Is all signage in good, readable condition?	☐	☐	☐	
Have fire extinguishers been tested and are they accessible for use?	☐	☐	☐	
Has the shut-off valve been tested?	☐	☐	☐	
10. Vehicles and Equipment Maintenance and Washing	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Are vehicles and equipment checked for leaking fluids?	☐	☐	☐	
Are drip pans and spill kits located within easy access of vehicle and equipment storage areas?	☐	☐	☐	
Are maintenance activities performed indoors when practical?	☐	☐	☐	
Are washing activities confined to the wash bay?	☐	☐	☐	
Are vehicle and equipment parking and storage areas free of built up pollutants (grease, dirt, etc.). If not, what is the plan for removing these materials?	☐	☐	☐	
11. Other Indicators of Illicit Discharges	**Yes**	**No**	**N/A**	**Observations/Required Actions**

Is the facility clear of any signs of potential illicit discharges such as odors, staining, sheen, residue, etc.?	☐	☐	☐	
12. Personnel Training and Record Keeping	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is a program in place to train employees on pollution prevention and the Town's good housekeeping SOPs at least annually?	☐	☐	☐	
Are employees trained on proper spill prevention and response for the materials that they handle?	☐	☐	☐	

FORM 3

COMPREHENSIVE SITE COMPLIANCE EVALUATION

Site Name:	
Evaluator:	

1. Accuracy of Site Map

	No Action Required	Action Required	Not Applicable
Identification and location of outfalls	☐	☐	☐
Watershed boundaries	☐	☐	☐
Direction of runoff flow	☐	☐	☐
Buildings and impervious areas	☐	☐	☐
Exposed material storage areas	☐	☐	☐

Required Action: _____

_____

_____

2. Accuracy of SWPPP and Related Records

	No Action Required	Action Required	Not Applicable
Pollution prevention team members	☐	☐	☐
Outfall characteristics	☐	☐	☐
Completed employee training records	☐	☐	☐
Completed semi-annual inspection checklists	☐	☐	☐
Completed secondary containment release forms	☐	☐	☐
Completed spill records	☐	☐	☐

Required Action: _____

_____

_____

FORM 3

COMPREHENSIVE SITE COMPLIANCE EVALUATION (Continued)

3. Accuracy of Potential Pollutant Sources

	No Action Required	Action Required	Not Applicable
Vehicle and equipment maintenance	☐	☐	☐
Vehicle and equipment wash	☐	☐	☐
Fueling station	☐	☐	☐
Pesticide, fertilizer, and chemical storage	☐	☐	☐
Salt and liquid deicer storage	☐	☐	☐
Waste management	☐	☐	☐
Material stockpiles	☐	☐	☐
Vehicle and equipment parking	☐	☐	☐
Equipment and material storage	☐	☐	☐

Required Action: _____

_____

4. Effectiveness of Procedures and Control Measures

	No Action Required	Action Required	Not Applicable
Good housekeeping	☐	☐	☐
Preventive maintenance	☐	☐	☐
Spill prevention and response	☐	☐	☐
Vehicle and equipment parking and storage	☐	☐	☐
Material stockpiles	☐	☐	☐
Scrap material storage and stockpile	☐	☐	☐
Illicit discharge detection and elimination	☐	☐	☐
Erosion and sediment control	☐	☐	☐
Stormwater management	☐	☐	☐
Onsite contractor responsibilities	☐	☐	☐
Security	☐	☐	☐

FORM 3

COMPREHENSIVE SITE COMPLIANCE EVALUATION (Continued)

4. Effectiveness of Procedures and Control Measures (Continued)

	No Action Required	Action Required	Not Applicable
Vehicle and equipment maintenance	☐	☐	☐
Vehicle and equipment washing	☐	☐	☐
Fueling station	☐	☐	☐
Liquid deicer secondary containment	☐	☐	☐
Extended detention wet pond	☐	☐	☐
Inlet protection	☐	☐	☐

Required Action: _____

_____

_____

5. Overall Effectiveness of the SWPPP

	No Action Required	Action Required	Not Applicable
Overall effectiveness	☐	☐	☐

Required Action: _____

_____

_____

Signature:	**Date:**	
Title:		

FORM 4

SPILL INCIDENT REPORT

Part 1. Facility (Division) Originating Report							
Name		**Phone**		**Fax**			
Address	1479 Sterling Road	**City**	Herndon	**State**	VA	**Zip**	20170

Part 2. Incident Description			
Date/Time Started (24 hr clock):		**Date/Time Ended (24 hr clock):**	
Cloud Cover		**Precipitation Conditions**	
Temperature (°F)		**Wind Direction & Speed**	
Incident Location			
Type Material Spilled/Released			

Damages or Injuries? **NO ❒ YES ❒** (if yes, describe):

Release/Spill To (check applicable box(es)):	**Containment ❒**	**Ground ❒**	**Sewer ❒**
Amount released to each area checked:			
Amount recovered from each area checked:			
Product/material source container(s):			
Total capacity of spill source container(s):			

If spill entered storm sewer inlet, was spill contained within the system? **YES ❒** **NO ❒**

Did spill impact adjacent properties? NO ❒ YES ❒ (if yes, describe):

Description of Cause (check all that apply):	**❒ INADEQUATE PROCEDURES**
❒ PERSONNEL ERROR	**❒ EQUIPMENT/COMPONENT FAILURE**
❒ LACK OF TRAINING	**❒ OTHER (describe):**

Comments:

Long-Term Corrective Action(s) Taken:

Part 3. Notifications

Agency & Telephone #	Contact Name	Date	Time
Local Emergency: 911			am/pm
Virginia DEQ: (703) 583-3800			am/pm
NRC: (800) 424-8802			am/pm
Other:			am/pm

Instructions Given By Agencies

Part 4. Review and Approval

Preparer of Spill Report (Print Name)	Signature	Date

APPENDIX F

COMPLETED FORMS

September 20, 2020

Mr. Bill Smith
General Services Administrator
Town of Herndon
1479 Sterling Rd
Herndon, Virginia 20170

Re: September 2020 SWPPP Site Visit

Dear Mr. Smith:

I enjoyed meeting with Chris Mason for our quarterly Public Works Complex site visit on September 17, 2020. Attached are the following for your records:

- Completed Form 2 – Quarterly Inspection Checklist
- Photo Log of Observations and Recommendations

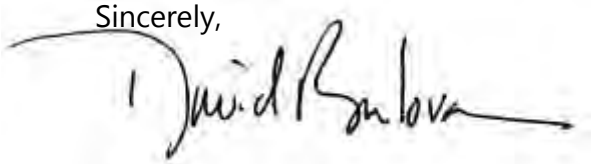
The following is a brief summary of observations and recommendations:

- Active Leak – Address the active leak from Truck 443.
- Fueling Station – Evidence of recent spills without proper clean-up was observed. Staff should be reminded that all spills require action. We recommend the fueling station by equipped with a metal can with a lid to store used absorbent. This will make it easier for personnel to clean up materials after their use.
- Trash Compactor – While the trash compactor is a great improvement over the old system, there is evidence of significant leakage that is starting to build up. The Town should consider options for controlling or capturing this leakage.
- Buckets/Drums – Buckets/drums observed outdoors should be placed under cover or disposed of properly.
- Grease/Oil Buildup – Grease/oil buildup was noted in several areas of the vehicle/equipment parking area. Steps should be taken to clean these areas (power-washer). The contaminated water must be collected and disposed of properly.
- Salt Storage – There was evidence of salt migration due to contact with precipitation. Salt should be swept back under cover.

- Material Stockpiles – Material stockpiles that are not covered should be inspected and swept frequently.
- Stormwater Pond – Woody vegetation is re-establishing itself on the pond sides. The vegetation should be removed to preserve structural integrity. Also, much of the pond surface has been taken over by creeping water primrose. This should be monitored to ensure that it does not clog or otherwise interfere with the operation of the facility.

Once you have had a chance to review these materials, this packet should be filed and retained with the SWPPP. Please do not hesitate to contact me if you have any questions, or would like additional clarification. I can be contacted at (703) 488-3770 or david.bulova@woodplc.com.

Sincerely,



David L. Bulova
Project Manager

attachments

FORM 2

Quarterly Inspection Checklist

Date:9-17-2020	Facility: Public Works Complex	Inspector: D. Bulova; Wood plc.

1. Good Housekeeping Procedures	Yes	No	N/A	Observations/Required Actions
Are work areas and floors clean and dry?	☒	☐	☐	
Are brooms, dust pans, and mops easily on hand for easy access?	☒	☐	☐	
Have all indoor areas been inspected for visible leaks or potential discharges of significant materials?	☒	☐	☐	See Vehicle and Equipment Maintenance for outdoor areas.
Are containment areas in good condition, with valves closed?	☐	☒	☐	The valve for the brine secondary containment area was unlocked. The valve should be secured after each release.
Are dumpsters closed?	☒	☐	☐	Active dumpsters were closed; open dumpsters were empty and only used for special events.
Is the site free of litter and debris?	☐	☒	☐	Minor amounts of litter in the outside storage areas.
Are catch basins and other inlets to the storm drain system free from trash?	☒	☐	☐	Catch basins were free of trash; however, two of the witch hats appear that they need to be replaced to avoid clogging (present last time).
2. Materials Handling and Storage	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is there adequate aisle space and organization in all storage areas so that any corrosion or leaks can be detected early?	☒	☐	☐	
Have proper security measures been taken for storage areas?	☒	☐	☐	
Are all containers labeled with contents on the appropriate label?	☒	☐	☐	

Are Safety Data Sheets available for all chemical substances?	☒	☐	☐	
Are all containers that are not in use closed?	☒	☐	☐	
Are containers stored indoors and away from entrances whenever practical?	☐	☒	☐	The following should be brought under cover or disposed of properly: • Open bucket with unknown materials is filling with water on the north side of the site (near snow blades) • Bucket of AquaPhalt • Thompson WaterSeal (empty) • H20 Maximizer (empty) See Photo Log.
Are maintenance activities conducted indoors whenever practical?	☒	☐	☐	
If outdoors, are containers protected from precipitation and runoff whenever practical?	☐	☒	☐	See above.
Are containers protected from vehicular traffic?	☒	☐	☐	
Have all containers been inspected and are they generally in good condition?	☒	☐	☐	
Do all containers have secondary containment?	☒	☐	☐	
Have soil and other material stockpile areas been swept to prevent runoff of materials?	☐	☒	☐	Most stockpiles are in good condition. A few areas show recent migration and should be swept.
3. Spill Prevention and Response	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is emergency/contingency equipment accessible in close proximity to storage areas (spill kits, drip pans, etc.)?	☐	☒	☐	Recommend a metal bin to store used absorbent at the fuel station. Also, consider a spill kit at the vehicle and equipment storage area to make it more convenient to address leaks.
Have all spills been properly cleaned up and disposed of properly?	☐	☒	☐	Evidence of recent spills at the fueling station without clean-up.

FORM 2

4. Pump Inspection	Yes	No	N/A	Observations/Required Actions
Have fuel pumps been inspected?	☐	☐	☒	Not confirmed during inspection.
Have oil pumps been inspected?	☐	☐	☒	Not confirmed during inspection.
Have other pumps been inspected?	☐	☐	☒	Not confirmed during inspection.
Has mobile equipment been inspected for potential leaking fluids?	☒	☐	☐	
5. Structural Control Devices	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Has the pond been inspected?	☒	☐	☐	Woody vegetation is re-establishing itself on the sides of the pond. These should be removed. In addition, creeping water primrose is forming dense mats on the pond surface. Monitor for any interference with pond function.
Have the oil water separators been inspected?	☒	☐	☐	Inspected monthly.
Has the vehicle wash catch basin been inspected for sediment build-up?	☒	☐	☐	
6. Scrap Metal Storage	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have scrap parts and empty drums no longer in use been removed from the property?	☐	☒	☐	There are several areas where scrap metal/parts have been stored for longer periods of time. The complex should come up with a system for routinely removing items that are no longer needed.
7. Erosion and Sediment Controls	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the facility free of bare areas that could result in soil erosion?	☒	☐	☐	

8. Salt Storage Controls	Yes	No	N/A	Observations/Required Actions
Is the salt storage area protected from run-on of stormwater?	☒	☐	☐	
Is the area around the salt storage area swept after each use and free of material that could mingle with stormwater?	☐	☒	☐	Small amount of salt migration. Should be swept back into covered storage bin.
9. Fueling Operations	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the spill kit fully stocked at the fuel station and accessible for use?	☒	☐	☐	
Is all signage in good, readable condition?	☒	☐	☐	
Have fire extinguishers been tested and are they accessible for use?	☒	☐	☐	
Has the shut-off valve been tested?	☐	☐	☒	Not confirmed during inspection.
10. Vehicles and Equipment Maintenance and Washing	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Are vehicles and equipment checked for leaking fluids?	☐	☒	☐	Active leak from Truck 443. See Photo Log.
Are drip pans and spill kits located within easy access of vehicle and equipment storage areas?	☐	☒	☐	Recommend having a spill kit outdoors and in close proximity to the storage areas.
Are maintenance activities performed indoors when practical?	☒	☐	☐	
Are washing activities confined to the wash bay?	☒	☐	☐	
Are vehicle and equipment parking and storage areas free of built up pollutants (grease, dirt, etc.). If not, what is the plan for removing these materials?	☐	☒	☐	Several areas were noted where grease and oil have built up over time. These should be power washed and the waste water collected and disposed of properly.

FORM 2

11. Other Indicators of Illicit Discharges	Yes	No	N/A	Observations/Required Actions
Is the facility clear of any signs of potential illicit discharges such as odors, staining, sheen, residue, etc.?	☒	☐	☐	
12. Personnel Training and Record Keeping	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is a program in place to train employees on pollution prevention and the Town's good housekeeping SOPs at least annually?	☒	☐	☐	
Are employees trained on proper spill prevention and response for the materials that they handle?	☒	☐	☐	

Photo Log

TOWN OF Herndon VIRGINIA **Quarterly Inspection Photo Log**		
Date: 9/17/2020	Facility: Public Works Complex	Inspectors: David Bulova, Wood plc.

Fluid leaks from vehicles and equipment:

Active leak from Truck 443 in the vehicle and equipment parking lot.

Build-up of oil/grease from previous leaks:

Several areas have build-up from previous leaks. These should be power washed, with the wastewater collected and disposed of properly.

Photo Log

Secondary containment valve:

The secondary containment tank release valve was unlocked. The valve should be secured after each documented discharge (this was unlocked last visit as well).

Trash and litter:

Minor amounts of trash and litter were found on site. Items should be disposed of properly to ensure that they don't enter the storm drain system.

Photo Log

Outdoor storage of containers:

Items should be put under cover or disposed of properly, even when empty.

- Top Left – AquaPhalt (repeat observation).
- Top Right – Bucket with unknown materials; located in storage area near the snow blades.
- Bottom Left – WaterSeal; empty but should be put under cover or disposed of properly.
- Bottom Right – H2O Maximizer; empty but should be put under cover or disposed of properly.

Salt piles:

Salt should be swept back under cover when there are signs of migration due to contact with precipitation.

Photo Log

Material stockpiles:

Ensure that stockpiles that are exposed to precipitation are swept frequently to prevent runoff of materials.

Photo Log

Fueling station:

Evidence of recent spills at the fuel station without proper clean up. Ensure staff are reminded that all spills need to be cleaned and disposed of properly.

Trash compactor:

Leakage from the trash compactor is showing build-up. The Town should investigate how to prevent the leakage or ensure that any leakage is captured/controlled.

Photo Log

Stormwater management pond:

Woody vegetation growth around the pond should be removed to preserve berm integrity. Areas of the pond have been taken over by creeping water primrose. Monitor for potential management in the future if it clogs the outlet or interferes with operation of the facility.

November 25, 2020

Mr. Bill Smith
General Services Administrator
Town of Herndon
1479 Sterling Rd
Herndon, Virginia 20170

Re: November 2020 SWPPP Site Visit

Dear Mr. Smith:

I enjoyed meeting with Chris Mason for our Public Works Complex site visit on November 25, 2020. Attached are the following for your records:

- Completed Form 2 – Inspection Checklist
- Photo Log of Observations and Recommendations

In accordance with the updated SWPPP, we will be switching from quarterly to semi-annual site inspections. We will reach out to you and Chris in May 2021 to plan our next visit.

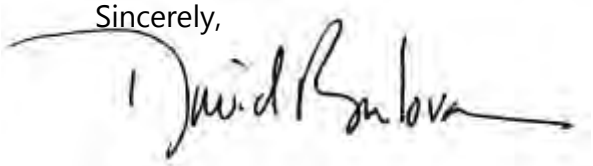
The following is a brief summary of observations and recommendations:

- Active Leaks – Two active leaks were observed that should be addressed as soon as possible. These include a breaker hammer located in the equipment storage area on the southern side of the site and a bobcat near the salt storage area.
- Witch Hats – Several of the witch hats appear to require maintenance or replacement. One inlet (southern side of the site near the equipment storage area) is missing a witch hat.
- Buckets/Drums – Buckets/drums observed outdoors should be placed under cover or disposed of properly. Some of these are repeat observations from the last inspection.
- Grease/Oil Buildup – Grease/oil buildup was noted in several areas of the vehicle/equipment parking area. Steps should be taken to clean these areas (power-washer). The contaminated water must be collected and disposed of properly.

- Salt Storage – There was evidence of salt migration due to contact with precipitation. Salt should be swept back under cover.
- Trash Compactor – Temporary measures to control leakage from the trash compactor appear to be effective provided that the area is cleaned out frequently. We understand that additional measures are being explored with the manufacturer.
- Trash and Litter – Windy weather has resulted in more trash and litter than usual on the site. Staff should routinely patrol the site and ensure that materials are collected and disposed of properly.

Once you have had a chance to review these materials, this packet should be filed and retained with the SWPPP. Please do not hesitate to contact me if you have any questions, or would like additional clarification. I can be contacted at (703) 488-3770 or david.bulova@woodplc.com.

Sincerely,



David L. Bulova
Project Manager

attachments

FORM 2

Semi-Annual Inspection Checklist

Date: 11/25/2020	Public Works Complex	Inspector: D. Bulova, Wood E&IS

1. Good Housekeeping Procedures	Yes	No	N/A	Observations/Required Actions
Are work areas and floors clean and dry?	☒	☐	☐	
Are brooms, dust pans, and mops on hand for easy access?	☒	☐	☐	
Are dumpsters closed?	☒	☐	☐	Actively used dumpsters closed. There are several open unused dumpsters kept on the site.
Is the site free of litter and debris?	☐	☒	☐	Minor accumulation of litter and debris at the site.
Are the witch hat grate inlet protectors functioning and in good condition?	☐	☒	☐	Several witch hats look like they are in need of replacement (or removal of leaves). The inlet near the Equipment Storage Building on the south-side of the site needs a witch hat installed.
2. Materials Handling and Storage	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is there adequate aisle space and organization in all storage areas so that any corrosion or leaks can be detected early?	☒	☐	☐	
Have proper security measures been taken for storage areas?	☒	☐	☐	
Are all containers labeled with contents on the appropriate label?	☒	☐	☐	
Are Safety Data Sheets available for all chemical substances?	☒	☐	☐	
Are all containers that are not in use closed?	☒	☐	☐	

Are containers stored indoors and away from entrances whenever practical?	☐	☒	☐	Several cans/drums stored close to the bay doors. These should be moved back and/or provided secondary containment. See Photo Log.
Are maintenance activities conducted indoors whenever practical?	☒	☐	☐	
If outdoors, are containers protected from precipitation and runoff whenever practical?	☐	☒	☐	Several containers left exposed to precipitation should be put indoors or disposed of properly – repeat observations. See Photo Log.
Are containers protected from vehicular traffic?	☒	☐	☐	
Have all containers been inspected and are they generally in good condition?	☒	☐	☐	
Do all containers have secondary containment?	☐	☒	☐	See note about cans/drums stored close to bay doors.
Have material stockpile areas been swept to prevent runoff of materials?	☒	☐	☐	See note about salt piles under Salt Storage Controls.
3. Spill Prevention and Response	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is emergency/contingency equipment accessible in close proximity to storage areas (spill kits, drip pans, etc.)?	☒	☐	☐	
Have all areas been inspected for visible leaks or potential discharges of significant materials?	☒	☐	☐	
Have all spills been properly cleaned up and disposed of properly?	☐	☒	☐	Several recent leaks noted at the site. See Photo Log.
4. Pump Inspection	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have outdoor fuel/oil pumps been inspected for signs of leakage or deterioration?	☒	☐	☐	
Has mobile equipment been inspected for potential leaking fluids?	☒	☐	☐	
5. Structural Control Devices	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the pond generally free of issues that would prevent operation as designed?	☒	☐	☐	

Have the oil water separators been inspected?	☒	☐	☐	
Has the vehicle wash catch basin been inspected for sediment build-up?	☒	☐	☐	
6. Scrap Metal Storage	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have scrap parts and empty drums no longer in use been removed from the property?	☐	☒	☐	Scrap parts are moved as soon as practicable. The Town is working on a plan to remove materials more frequently. A contractor removes white goods. Frequency is less due to COVID.
7. Erosion and Sediment Controls	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the facility free of bare areas that could result in soil erosion?	☒	☐	☐	
8. Salt Storage Controls	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the salt storage area protected from run-on of stormwater?	☒	☐	☐	
Is the area around the salt storage area swept after each use and free of material that could mingle with stormwater?	☒	☐	☐	Some minor migration of salt from the storage area. Make sure to sweep even during off-season.
Is the liquid deicer secondary containment area in good condition with the valve closed?	☒	☐	☐	
9. Fueling Operations	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the spill kit fully stocked at the fuel station and accessible for use?	☒	☐	☐	
Is all signage in good, readable condition?	☒	☐	☐	
Have fire extinguishers been tested and are they accessible for use?	☒	☐	☐	
Has the shut-off valve been tested?	☒	☐	☐	

FORM 2

10. Vehicles and Equipment Maintenance and Washing	Yes	No	N/A	Observations/Required Actions
Are vehicles and equipment checked for leaking fluids?	☒	☐	☐	See Photo Log regarding leaks from vehicles and equipment.
Are drip pans and spill kits located within easy access of vehicle and equipment storage areas?	☒	☐	☐	
Are maintenance activities performed indoors when practical?	☒	☐	☐	
Are washing activities confined to the wash bay?	☒	☐	☐	
Are vehicle and equipment parking and storage areas free of built up pollutants (grease, dirt, etc.). If not, what is the plan for removing these materials?	☐	☒	☐	See Photo Log for examples of build-up areas that should be addressed.
11. Other Indicators of Illicit Discharges	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the facility clear of any signs of potential illicit discharges such as odors, staining, sheen, residue, etc.?	☒	☐	☐	
12. Personnel Training and Record Keeping	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is a program in place to train employees on pollution prevention and the Town's good housekeeping SOPs at least annually?	☒	☐	☐	
Are employees trained on proper spill prevention and response for the materials that they handle?	☒	☐	☐	

TOWN OF Herndon VIRGINIA Inspection Photo Log		
Date: 11/25/2020	Facility: Public Works Complex	Inspectors: D. Bulova, Wood E&IS

Fluid leaks from vehicles and equipment:

Two active leaks – breaker hammer near the southern equipment storage area and bobcat outside salt storage area.

Build-up of oil/grease from previous leaks:

Several areas have build-up from previous leaks (repeat observation). These should be power washed, with the wastewater collected and disposed of properly.

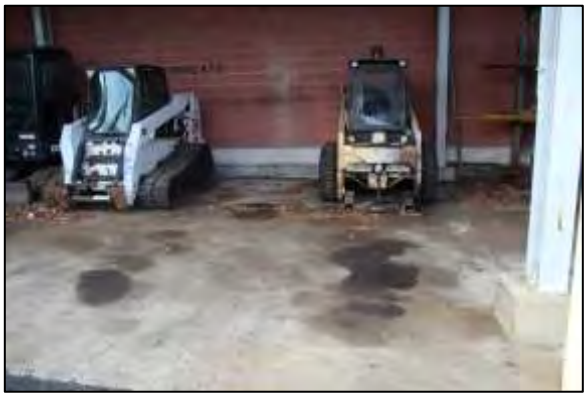


Photo Log

Outdoor storage of containers:

Items should be put under cover or disposed of properly, even when empty.

- Top Left – AquaPhalt (repeat observation).
- Top Right – Bucket with unknown substance; located in northern edge of site.
- Middle Left – Old paint bucket with used roller.
- Middle Right – WaterSeal; empty but should be put under cover or disposed of properly (repeat observation).
- Bottom Left – Old gas container and funnel should be disposed of properly.
- Bottom Right – Buckets of paint and sealer should be disposed of properly.

Photo Log

Salt piles:

Continue to monitor salt and sweep back under cover when there are signs of migration due to contact with precipitation.

Trash compactor:

Berm to contain liquid waste from trash compactor appears to be an effective means of preventing pollution as long as the area is maintained frequently. The Town is exploring additional, permanent measures that can be implemented.

Trench drains/secondary containment:

Items should be moved away from trench drains near bay doors to ensure that spills do not bypass this best practice. Secondary containment should be used even for indoor storage of liquids.

June 3, 2021

Mr. Bill Smith
General Services Administrator
Town of Herndon
1479 Sterling Rd
Herndon, Virginia 20170

Re: June 2021 SWPPP Site Visit

Dear Mr. Smith:

I enjoyed meeting with you and Chris Mason for our Public Works Complex site visit on June 2, 2021. Attached are the following for your records:

- Completed Form 2 – Inspection Checklist
- Completed Form 3 – Comprehensive Site Compliance Evaluation
- Photo Log of Observations and Recommendations

Once you have reviewed these materials, please sign Form 3 and keep it with the SWPPP for future reference.

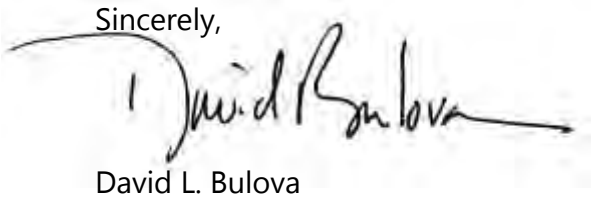
The following is a brief summary of observations and recommendations:

- Signed SWPPP – Ensure that a signed version of the most recent SWPPP (November 13, 2020) is located at the site per the requirements of the MS4 permit. Also, check to make sure that the electronic files for semi-annual SWPPP inspections and secondary containment release are up-to-date.
- Active Leaks – Several active/recent leaks were observed at the site. Refer to the Photo Log for locations.
- Witch Hats – Two witch hats appear to require maintenance. In addition, there are two inlets that should have witch hats installed. Refer to the Photo Log for locations.
- Recycling Dumper – The bottom of the blue recycling dumpster is rusting out. Consider replacing the dumpster to prevent the release of materials.

- Used Paint Stockpile – The paint stockpile should be removed and/or placed under cover. If temporary storage outdoors is necessary, secondary containment and a tarp should be used and the area protected from vehicular traffic.
- Used Cooking Oil – The white drums used to store used cooking oil should be labeled accordingly. They should also have secondary containment when in use.
- Salt and Other Material Stockpiles – There was evidence of migration due to contact with precipitation. Salt and other materials should be swept back under cover.
- Scrap Metal – Scrap metal and other materials that are no longer needed should continue to be removed from the site.
- Pond Security – The lock on the stormwater pond was missing and should be replaced to ensure public safety.

Once you have had a chance to review these materials, this packet should be filed and retained with the SWPPP. Please do not hesitate to contact me if you have any questions, or would like additional clarification. I can be contacted at (703) 488-3770 or david.bulova@woodplc.com.

Sincerely,



David L. Bulova
Project Manager

attachments

FORM 2

Semi-Annual Inspection Checklist

Date: 6/2/2021	Public Works Complex	Inspector: D. Bulova, Wood E&IS

1. Good Housekeeping Procedures	Yes	No	N/A	Observations/Required Actions
Are work areas and floors clean and dry?	☒	☐	☐	
Are brooms, dust pans, and mops on hand for easy access?	☒	☐	☐	
Are dumpsters closed?	☒	☐	☐	Dumpsters were closed but overly full; ensure that materials stay inside the dumpsters and that the pick-up frequency is sufficient.
Is the site free of litter and debris?	☒	☐	☐	
Are the witch hat grate inlet protectors functioning and in good condition?	☐	☒	☐	Two witch hats are in need of replacement. An additional two witch hats need to be added. See Photo Log for details.
2. Materials Handling and Storage	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is there adequate aisle space and organization in all storage areas so that any corrosion or leaks can be detected early?	☒	☐	☐	
Have proper security measures been taken for storage areas?	☒	☐	☐	
Are all containers labeled with contents on the appropriate label?	☐	☒	☐	Label white cooking grease drums accordingly. See Photo Log.
Are Safety Data Sheets available for all chemical substances?	☒	☐	☐	
Are all containers that are not in use closed?	☒	☐	☐	

Are containers stored indoors and away from entrances whenever practical?	☐	☒	☐	Used paint stockpile needs to be disposed of properly. Future stockpile area should be brought undercover. See Photo Log.
Are maintenance activities conducted indoors whenever practical?	☒	☐	☐	
If outdoors, are containers protected from precipitation and runoff whenever practical?	☐	☒	☐	See note on paint stockpile above.
Are containers protected from vehicular traffic?	☐	☒	☐	See note on paint stockpile above.
Have all containers been inspected and are they generally in good condition?	☐	☒	☐	See note on paint stockpile above.
Do all containers have secondary containment?	☐	☒	☐	See note on paint stockpile above.
Have material stockpile areas been swept to prevent runoff of materials?	☐	☒	☐	Some migration of materials from recent storms. See Photo Log.
3. Spill Prevention and Response	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is emergency/contingency equipment accessible in close proximity to storage areas (spill kits, drip pans, etc.)?	☒	☐	☐	
Have all areas been inspected for visible leaks or potential discharges of significant materials?	☒	☐	☐	
Have all spills been properly cleaned up and disposed of properly?	☐	☒	☐	Several active/recent leaks noted at the site. See Photo Log.
4. Pump Inspection	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have outdoor fuel/oil pumps been inspected for signs of leakage or deterioration?	☒	☐	☐	Inspected by another contractor approximately three weeks ago.
Has mobile equipment been inspected for potential leaking fluids?	☒	☐	☐	
5. Structural Control Devices	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the pond generally free of issues that would prevent operation as designed?	☒	☐	☐	The pond appears to be in working condition. See Photo Log for observations.

Have the oil water separators been inspected?	☒	☐	☐	Maintained by another contractor approximately three weeks ago. Maintenance is performed each spring.
Has the vehicle wash catch basin been inspected for sediment build-up?	☒	☐	☐	
6. Scrap Metal Storage	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have scrap parts and empty drums no longer in use been removed from the property?	☐	☒	☐	Scrap parts are generally moved as soon as practicable. See Photo Log for observations.
7. Erosion and Sediment Controls	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the facility free of bare areas that could result in soil erosion?	☒	☐	☐	
8. Salt Storage Controls	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the salt storage area protected from run-on of stormwater?	☒	☐	☐	
Is the area around the salt storage area swept after each use and free of material that could mingle with stormwater?	☒	☐	☐	Minor migration of salt from the storage area. Make sure to sweep even during off-season.
Is the liquid deicer secondary containment area in good condition with the valve closed?	☒	☐	☐	
9. Fueling Operations	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the spill kit fully stocked at the fuel station and accessible for use?	☒	☐	☐	
Is all signage in good, readable condition?	☒	☐	☐	
Have fire extinguishers been tested and are they accessible for use?	☒	☐	☐	
Has the shut-off valve been tested?	☒	☐	☐	This is part of compliance testing done by another contractor.

FORM 2

10. Vehicles and Equipment Maintenance and Washing	Yes	No	N/A	Observations/Required Actions
Are vehicles and equipment checked for leaking fluids?	☒	☐	☐	See Photo Log regarding leaks from vehicles and equipment.
Are drip pans and spill kits located within easy access of vehicle and equipment storage areas?	☒	☐	☐	
Are maintenance activities performed indoors when practical?	☒	☐	☐	
Are washing activities confined to the wash bay?	☒	☐	☐	
Are vehicle and equipment parking and storage areas free of built up pollutants (grease, dirt, etc.). If not, what is the plan for removing these materials?	☐	☒	☐	See Photo Log for examples of build-up areas that should be addressed.
11. Other Indicators of Illicit Discharges	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the facility clear of any signs of potential illicit discharges such as odors, staining, sheen, residue, etc.?	☐	☒	☐	Small amount of sheen detected at the stormwater pond. See Photo Log.
12. Personnel Training and Record Keeping	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is a program in place to train employees on pollution prevention and the Town's good housekeeping SOPs at least annually?	☒	☐	☐	
Are employees trained on proper spill prevention and response for the materials that they handle?	☒	☐	☐	

FORM 3

COMPREHENSIVE SITE COMPLIANCE EVALUATION

Site Name:	**Herndon Public Works Complex**
Evaluator:	**D. Bulova, Wood E&IS**

1. Accuracy of Site Map

	No Action Required	Action Required	Not Applicable
Identification and location of outfalls	☒	☐	☐
Watershed boundaries	☒	☐	☐
Direction of runoff flow	☒	☐	☐
Buildings and impervious areas	☒	☐	☐
Exposed material storage areas	☒	☐	☐

Required Action: _____

_____

_____

2. Accuracy of SWPPP and Related Records

	No Action Required	Action Required	Not Applicable
Signed SWPPP at the site	☐	☒	☐
Pollution prevention team members	☒	☐	☐
Outfall characteristics	☒	☐	☐
Completed employee training records	☒	☐	☐
Completed semi-annual inspection checklists	☐	☒	☐
Completed secondary containment release forms	☐	☒	☐
Completed spill records	☒	☐	☐

Required Action: Ensure that a signed, most recent version (November 13, 2020) of the SWPPP is located on site. This is a permit compliance item. Check to ensure that electronic versions of semi-annual inspection checklists and secondary release forms are up to date.

FORM 3

COMPREHENSIVE SITE COMPLIANCE EVALUATION (Continued)

3. Accuracy of Potential Pollutant Sources

	No Action Required	Action Required	Not Applicable
Vehicle and equipment maintenance	☒	☐	☐
Vehicle and equipment wash	☒	☐	☐
Fueling station	☒	☐	☐
Pesticide, fertilizer, and chemical storage	☒	☐	☐
Salt and liquid deicer storage	☒	☐	☐
Waste management	☒	☐	☐
Material stockpiles	☒	☐	☐
Vehicle and equipment parking	☒	☐	☐
Equipment and material storage	☒	☐	☐

Required Action: _____

_____

4. Effectiveness of Procedures and Control Measures

	No Action Required	Action Required	Not Applicable
Good housekeeping	☒	☐	☐
Preventive maintenance	☒	☐	☐
Spill prevention and response	☐	☒	☐
Vehicle and equipment parking and storage	☒	☐	☐
Material stockpiles	☐	☒	☐
Scrap material storage and stockpile	☐	☒	☐
Illicit discharge detection and elimination	☒	☐	☐
Erosion and sediment control	☒	☐	☐
Stormwater management	☒	☐	☐
Onsite contractor responsibilities	☒	☐	☐
Security	☒	☐	☐

FORM 3

COMPREHENSIVE SITE COMPLIANCE EVALUATION (Continued)

4. Effectiveness of Procedures and Control Measures (Continued)

	No Action Required	Action Required	Not Applicable
Vehicle and equipment maintenance	☒	☐	☐
Vehicle and equipment washing	☒	☐	☐
Fueling station	☒	☐	☐
Liquid deicer secondary containment	☒	☐	☐
Extended detention wet pond	☐	☒	☐
Inlet protection	☐	☒	☐

Required Action: See semi-annual inspection form and Photo Log. Items include: active leaks detected; move used paint under cover; remove scrap metal/materials; label used cooking grease drums; replace lock at pond and monitor woody vegetation; replace/add witches hats.

5. Overall Effectiveness of the SWPPP

	No Action Required	Action Required	Not Applicable
Overall effectiveness	☒	☐	☐

Required Action: All items from Section 2 and Section 4 are covered in the SWPPP; no changes to SWPPP required – issues can be dealt with through training and follow up actions.

Signature:	**Date:**	
Title:		

Inspection Photo Log		
Date: 6/2/2021	Facility: Public Works Complex	Inspectors: D. Bulova, Wood E&IS

Fluid leaks from vehicles and equipment:

Several active leaks were observed. Personnel initiated the process of correcting/cleaning up the leaks during the site visit.

Spill/leak, unknown source in the northern portion of the site.

Leaking hydraulic fluid from Truck 893.

Photo Log

Leaking hydraulic fluid from Bobcat 943.

Leaking hydraulic fluid from Truck 879.

Trash and recycling dumpsters:

The bottom of the blue recycling bin is rusting out. The Town should consider replacing the bin to prevent leakage from the container. The dumpsters were over capacity. Ensure that pick-up schedule is sufficient to prevent this from occurring on a regular basis.

Photo Log

Outdoor storage of containers:

The collection of used paint should be moved indoors or under cover. If it is necessary to store cans temporarily outside, they should be placed in secondary containment, protected from vehicular traffic, and covered with a tarp.

White used cooking grease drums should be labeled to show their content. When in use, the drums should be provided with secondary containment.

Photo Log

Salt and other material stock piles:

Some migration of salt and other materials was observed. Ensure that the materials are frequently swept and kept from mingling with precipitation.

Scrap metals and other materials:

Scrap materials or materials/equipment that will not be used again should be temporary.

Inlet protection/witches hats:

Add inlet protection to two inlets – southern portion of the site near equipment storage (#5 on the site map) and immediately west of the fueling station.

Replace inlet protection at two inlets (holding water) – southwest of fueling station (near #19 on the site map) and inlet closest to the pond (between #6 and #8 on the site map).

Photo Log

Stormwater management pond:

Sheen was observed at the stormwater management pond, indicating that additional effort is needed to prevent discharge of materials from the site. The lock to the gate was missing. This should be replaced for safety purposes. Woody vegetation along the edge of the pond should be removed to prevent undermining the pond dam and structure.

Trash compactor:

Berm to contain liquid waste from trash compactor appears to be an effective means of preventing pollution as long as the area is maintained frequently. The Town is continuing to explore additional, permanent measures that can be implemented.

Trench drains/secondary containment:

Personnel should be reminded to keep items as far away from trench drains as possible to ensure that spills do not bypass the trench drain. Spills at the used oil disposal grate should be cleaned up immediately and disposed of properly. The Town is considering removing the current used oil disposal system with something that is in the interior of the building.

FORM 2

Herndon

Quarterly Inspection Checklist

Date: 6-22-21 | Facility: G.C. Maint | Inspector: Mueller / Hall

1. Good Housekeeping Procedures	Yes	No	N/A	Observations/Required Actions
Are work areas and floors clean and dry?	☑	☐	☐	
Are brooms, dust pans, and mops on hand for easy access?	☑	☐	☐	
Have all areas been inspected for visible leaks or potential discharges of significant materials?	☑	☐	☐	
Are containment areas in good condition, with valves closed?	☑	☐	☐	
Are dumpsters closed?	☑	☐	☐	
Are activity areas free of litter and debris?	☑	☐	☐	
Are catch basins and other inlets to the storm drain system free from trash?	☑	☐	☐	

2. Materials Handling and Storage	Yes	No	N/A	Observations/Required Actions
Is there adequate aisle space and organization in all storage areas so that any corrosion or leaks can be detected early?	☑	☐	☐	
Have proper security measures been taken for storage areas?	☑	☐	☐	
Are all containers labeled with contents on the appropriate label?	☑	☐	☐	
Are Safety Data Sheets available for all chemical substances?	☑	☐	☐	

Are all containers that are not in use closed?	☑	☐	☐	
Are containers stored indoors and away from entrances whenever practical?	☑	☐	☐	
Are maintenance activities conducted indoors whenever practical?	☑	☐	☐	
If outdoors, are containers protected from precipitation and runoff whenever practical?	☑	☐	☐	
Are containers protected from vehicular traffic?	☑	☐	☐	
Have all containers been inspected and are they generally in good condition?	☑	☐	☐	
Do all containers have secondary containment?	☑	☐	☐	
Are all chemicals mixed indoors or under cover?	☑	☐	☐	
Are temporary booms deployed when chemicals are transferred between the storage area and equipment?	☑	☐	☐	
Have soil and other material stockpile areas been swept to prevent runoff of materials?	☑	☐	☐	
Have soil and other material stockpile areas exposed for more than 24 hours been covered with tarps?	☑	☐	☐	
3. Spill Prevention and Response	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is emergency/contingency equipment accessible in close proximity to storage areas (spill kits, drip pans, etc.)?	☑	☐	☐	
Have all spills been properly cleaned up and disposed of properly?	☑	☐	☐	
Are fuel pumps locked when the fuel station is not in use?	☑	☐	☐	
Is the Maintenance Facility perimeter fencing in good condition?	☑	☐	☐	

Has mobile equipment been inspected for potential leaking fluids?	☑	☐	☐	
4. Structural Control Devices	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Has the StormFilter been inspected?	☐	☐	☐	AAA Stormwater mgmt Shawn Gaus
Has the oil water separator been inspected?	☑	☐	☐	11 11
5. Scrap Metal Storage	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have scrap parts and empty drums no longer in use been removed from the property?	☑	☐	☐	
6. Erosion and Sediment Controls	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the facility free of bare areas that could result in soil erosion?	☑	☐	☐	
7. Fueling Operations	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have fuel pumps been inspected?	☑	☐	☐	
Is the spill kit fully stocked at the fuel station and accessible for use?	☑	☐	☐	
Is all signage in good, readable condition?	☑	☐	☐	
Have fire extinguishers been tested and are they accessible for use?	☑	☐	☐	
Has the shut-off valve been tested?	☑	☐	☐	
8. Vehicles and Equipment Maintenance and Washing	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Are vehicles and equipment checked for leaking fluids?	☑	☐	☐	
Are drip pans and spill kits located within easy access of vehicle and equipment storage areas?	☑	☐	☐	

Are maintenance activities performed indoors when practical?	☑	☐	☐	
Are washing activities confined to specified, approved wash areas?	☑	☐	☐	
Are washing activities conducted without the use of detergents?	☑	☐	☐	
Are sprayers and spreaders rinsed indoors where wash water discharges to the sanitary sewer system?	☑	☐	☐	
Based on a visual inspection of SDO #1, are controls adequate to prevent grass clippings and other materials as a result of equipment washing from entering the storm drain system? This inspection is required during quarters where there is active mowing and turf maintenance.	☑	☐	☐	
Based on a visual inspection of the Equipment Washing Pad, are controls adequate to prevent grass clippings and other materials as a result of equipment washing from entering surface waters? This inspection is required during quarters where there is active mowing and turf maintenance.	☑	☐	☐	
Are vehicle and equipment parking and storage areas free of built up pollutants (grease, dirt, etc.). If not, what is the plan for removing these materials?	☑	☐	☐	
9. Other Indicators of Illicit Discharges	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the Maintenance Facility clear of any signs of potential illicit discharges such as odors, staining, sheen, residue, etc.?	☑	☐	☐	
10. Personnel Training and Record Keeping	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is a program in place to train employees on the SWPPP at least biennially?	☑	☐	☐	Wood Consulting Group David Bobiva
Are employees trained on proper spill prevention and response for the materials that they handle?	☑	☐	☐	

FORM 2

Herndon

Quarterly Inspection Checklist

Date: 3/25/21 | Facility: G.C. Maint. | Inspector: Mike Muella

1. Good Housekeeping Procedures	Yes	No	N/A	Observations/Required Actions
Are work areas and floors clean and dry?	☑	☐	☐	
Are brooms, dust pans, and mops on hand for easy access?	☑	☐	☐	
Have all areas been inspected for visible leaks or potential discharges of significant materials?	☑	☐	☐	
Are containment areas in good condition, with valves closed?	☑	☐	☐	
Are dumpsters closed?	☑	☐	☐	
Are activity areas free of litter and debris?	☑	☐	☐	
Are catch basins and other inlets to the storm drain system free from trash?	☑	☐	☐	

2. Materials Handling and Storage	Yes	No	N/A	Observations/Required Actions
Is there adequate aisle space and organization in all storage areas so that any corrosion or leaks can be detected early?	☑	☐	☐	
Have proper security measures been taken for storage areas?	☑	☐	☐	
Are all containers labeled with contents on the appropriate label?	☑	☐	☐	
Are Safety Data Sheets available for all chemical substances?	☑	☐	☐	

Are all containers that are not in use closed?	☑	☐	☐	
Are containers stored indoors and away from entrances whenever practical?	☑	☐	☐	
Are maintenance activities conducted indoors whenever practical?	☑	☐	☐	
If outdoors, are containers protected from precipitation and runoff whenever practical?	☑	☐	☐	
Are containers protected from vehicular traffic?	☑	☐	☐	
Have all containers been inspected and are they generally in good condition?	☑	☐	☐	
Do all containers have secondary containment?	☑	☐	☐	
Are all chemicals mixed indoors or under cover?	☑	☐	☐	
Are temporary booms deployed when chemicals are transferred between the storage area and equipment?	☑	☐	☐	
Have soil and other material stockpile areas been swept to prevent runoff of materials?	☑	☐	☐	
Have soil and other material stockpile areas exposed for more than 24 hours been covered with tarps?	☑	☐	☐	
3. Spill Prevention and Response	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is emergency/contingency equipment accessible in close proximity to storage areas (spill kits, drip pans, etc.)?	☑	☐	☐	
Have all spills been properly cleaned up and disposed of properly?	☑	☐	☐	
Are fuel pumps locked when the fuel station is not in use?	☑	☐	☐	
Is the Maintenance Facility perimeter fencing in good condition?	☑	☐	☐	

Has mobile equipment been inspected for potential leaking fluids?	☑	☐	☐	
4. Structural Control Devices	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Has the StormFilter been inspected?	☐	☐	☐	AAA Stormwater mgt. Shawn Gagnon
Has the oil water separator been inspected?	☑	☐	☐	" "
5. Scrap Metal Storage	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have scrap parts and empty drums no longer in use been removed from the property?	☑	☐	☐	
6. Erosion and Sediment Controls	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the facility free of bare areas that could result in soil erosion?	☑	☐	☐	
7. Fueling Operations	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have fuel pumps been inspected?	☑	☐	☐	
Is the spill kit fully stocked at the fuel station and accessible for use?	☑	☐	☐	
Is all signage in good, readable condition?	☑	☐	☐	
Have fire extinguishers been tested and are they accessible for use?	☑	☐	☐	
Has the shut-off valve been tested?	☑	☐	☐	
8. Vehicles and Equipment Maintenance and Washing	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Are vehicles and equipment checked for leaking fluids?	☑	☐	☐	
Are drip pans and spill kits located within easy access of vehicle and equipment storage areas?	☑	☐	☐	

Are maintenance activities performed indoors when practical?	☑	☐	☐	
Are washing activities confined to specified, approved wash areas?	☑	☐	☐	
Are washing activities conducted without the use of detergents?	☑	☐	☐	
Are sprayers and spreaders rinsed indoors where wash water discharges to the sanitary sewer system?	☑	☐	☐	
Based on a visual inspection of SDO #1, are controls adequate to prevent grass clippings and other materials as a result of equipment washing from entering the storm drain system? This inspection is required during quarters where there is active mowing and turf maintenance.	☑	☐	☐	
Based on a visual inspection of the Equipment Washing Pad, are controls adequate to prevent grass clippings and other materials as a result of equipment washing from entering surface waters? This inspection is required during quarters where there is active mowing and turf maintenance.	☑	☐	☐	
Are vehicle and equipment parking and storage areas free of built up pollutants (grease, dirt, etc.). If not, what is the plan for removing these materials?	☑	☐	☐	
9. Other Indicators of Illicit Discharges	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the Maintenance Facility clear of any signs of potential illicit discharges such as odors, staining, sheen, residue, etc.?	☑	☐	☐	
10. Personnel Training and Record Keeping	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is a program in place to train employees on the SWPPP at least biennially?	☑	☐	☐	Wood Consulting Group David Bulova
Are employees trained on proper spill prevention and response for the materials that they handle?	☑	☐	☐	

FORM 2

Herndon

Quarterly Inspection Checklist

Date: 12-24-20 | Facility: G.C. Maint. | Inspector: Mike Mueller / Robbie H

1. Good Housekeeping Procedures	Yes	No	N/A	Observations/Required Actions
Are work areas and floors clean and dry?	☑	☐	☐	
Are brooms, dust pans, and mops on hand for easy access?	☑	☐	☐	
Have all areas been inspected for visible leaks or potential discharges of significant materials?	☑	☐	☐	
Are containment areas in good condition, with valves closed?	☑	☐	☐	
Are dumpsters closed?	☑	☐	☐	
Are activity areas free of litter and debris?	☑	☐	☐	
Are catch basins and other inlets to the storm drain system free from trash?	☑	☐	☐	

2. Materials Handling and Storage	Yes	No	N/A	Observations/Required Actions
Is there adequate aisle space and organization in all storage areas so that any corrosion or leaks can be detected early?	☑	☐	☐	
Have proper security measures been taken for storage areas?	☑	☐	☐	
Are all containers labeled with contents on the appropriate label?	☑	☐	☐	
Are Safety Data Sheets available for all chemical substances?	☑	☐	☐	

Are all containers that are not in use closed?	☑	☐	☐	
Are containers stored indoors and away from entrances whenever practical?	☑	☐	☐	
Are maintenance activities conducted indoors whenever practical?	☑	☐	☐	
If outdoors, are containers protected from precipitation and runoff whenever practical?	☑	☐	☐	
Are containers protected from vehicular traffic?	☑	☐	☐	
Have all containers been inspected and are they generally in good condition?	☑	☐	☐	
Do all containers have secondary containment?	☑	☐	☐	
Are all chemicals mixed indoors or under cover?	☑	☐	☐	
Are temporary booms deployed when chemicals are transferred between the storage area and equipment?	☑	☐	☐	
Have soil and other material stockpile areas been swept to prevent runoff of materials?	☑	☐	☐	
Have soil and other material stockpile areas exposed for more than 24 hours been covered with tarps?	☑	☐	☐	
3. Spill Prevention and Response	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is emergency/contingency equipment accessible in close proximity to storage areas (spill kits, drip pans, etc.)?	☑	☐	☐	
Have all spills been properly cleaned up and disposed of properly?	☑	☐	☐	
Are fuel pumps locked when the fuel station is not in use?	☑	☐	☐	
Is the Maintenance Facility perimeter fencing in good condition?	☑	☐	☐	

Has mobile equipment been inspected for potential leaking fluids?	☑	☐	☐	
4. Structural Control Devices	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Has the StormFilter been inspected?	☑	☐	☐	AAA Storm Water Mgmt. Shawn Gaussoin
Has the oil water separator been inspected?	☑	☐	☐	11 11
5. Scrap Metal Storage	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have scrap parts and empty drums no longer in use been removed from the property?	☑	☐	☐	
6. Erosion and Sediment Controls	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the facility free of bare areas that could result in soil erosion?	☑	☐	☐	
7. Fueling Operations	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have fuel pumps been inspected?	☑	☐	☐	
Is the spill kit fully stocked at the fuel station and accessible for use?	☑	☐	☐	
Is all signage in good, readable condition?	☑	☐	☐	
Have fire extinguishers been tested and are they accessible for use?	☑	☐	☐	
Has the shut-off valve been tested?	☑	☐	☐	
8. Vehicles and Equipment Maintenance and Washing	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Are vehicles and equipment checked for leaking fluids?	☑	☐	☐	
Are drip pans and spill kits located within easy access of vehicle and equipment storage areas?	☑	☐	☐	

Are maintenance activities performed indoors when practical?	☑	☐	☐	
Are washing activities confined to specified, approved wash areas?	☑	☐	☐	
Are washing activities conducted without the use of detergents?	☑	☐	☐	
Are sprayers and spreaders rinsed indoors where wash water discharges to the sanitary sewer system?	☑	☐	☐	
Based on a visual inspection of SDO #1, are controls adequate to prevent grass clippings and other materials as a result of equipment washing from entering the storm drain system? This inspection is required during quarters where there is active mowing and turf maintenance.	☑	☐	☐	
Based on a visual inspection of the Equipment Washing Pad, are controls adequate to prevent grass clippings and other materials as a result of equipment washing from entering surface waters? This inspection is required during quarters where there is active mowing and turf maintenance.	☑	☐	☐	
Are vehicle and equipment parking and storage areas free of built up pollutants (grease, dirt, etc.). If not, what is the plan for removing these materials?	☑	☐	☐	
9. Other Indicators of Illicit Discharges	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is the Maintenance Facility clear of any signs of potential illicit discharges such as odors, staining, sheen, residue, etc.?	☑	☐	☐	
10. Personnel Training and Record Keeping	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is a program in place to train employees on the SWPPP at least biennially?	☑	☐	☐	Wood Consulting group. David Bulova
Are employees trained on proper spill prevention and response for the materials that they handle?	☑	☐	☐	

FORM 2

Herndon

Quarterly Inspection Checklist

Date: 9-28-20 | Facility: G.C. Maint | Inspector: Mike Mueller

1. Good Housekeeping Procedures	Yes	No	N/A	Observations/Required Actions
Are work areas and floors clean and dry?	☑	☐	☐	
Are brooms, dust pans, and mops on hand for easy access?	☑	☐	☐	
Have all areas been inspected for visible leaks or potential discharges of significant materials?	☑	☐	☐	
Are containment areas in good condition, with valves closed?	☑	☐	☐	
Are dumpsters closed?	☑	☐	☐	
Are activity areas free of litter and debris?	☑	☐	☐	
Are catch basins and other inlets to the storm drain system free from trash?	☑	☐	☐	
2. Materials Handling and Storage	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is there adequate aisle space and organization in all storage areas so that any corrosion or leaks can be detected early?	☑	☐	☐	
Have proper security measures been taken for storage areas?	☑	☐	☐	
Are all containers labeled with contents on the appropriate label?	☑	☐	☐	
Are Safety Data Sheets available for all chemical substances?	☑	☐	☐	

Are all containers that are not in use closed?	☑	☐	☐	
Are containers stored indoors and away from entrances whenever practical?	☑	☐	☐	
Are maintenance activities conducted indoors whenever practical?	☑	☐	☐	
If outdoors, are containers protected from precipitation and runoff whenever practical?	☑	☐	☐	
Are containers protected from vehicular traffic?	☑	☐	☐	
Have all containers been inspected and are they generally in good condition?	☑	☐	☐	
Do all containers have secondary containment?	☑	☐	☐	
Are all chemicals mixed indoors or under cover?	☑	☐	☐	
Are temporary booms deployed when chemicals are transferred between the storage area and equipment?	☑	☐	☐	
Have soil and other material stockpile areas been swept to prevent runoff of materials?	☑	☐	☐	
Have soil and other material stockpile areas exposed for more than 24 hours been covered with tarps?	☑	☐	☐	
3. Spill Prevention and Response	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Is emergency/contingency equipment accessible in close proximity to storage areas (spill kits, drip pans, etc.)?	☑	☐	☐	
Have all spills been properly cleaned up and disposed of properly?	☑	☐	☐	
Are fuel pumps locked when the fuel station is not in use?	☑	☐	☐	
Is the Maintenance Facility perimeter fencing in good condition?	☑	☐	☐	

Has mobile equipment been inspected for potential leaking fluids?	☑	☐	☐	
4. Structural Control Devices	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Has the StormFilter been inspected?	☑	☐	☐	AAA Storm Water Mgmt. Shawn Baker
Has the oil water separator been inspected?	☑	☐	☐	" "
5. Scrap Metal Storage	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have scrap parts and empty drums no longer in use been removed from the property?	☑	☐	☐	
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7. Fueling Operations	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Have fuel pumps been inspected?	☑	☐	☐	
Is the spill kit fully stocked at the fuel station and accessible for use?	☑	☐	☐	
Is all signage in good, readable condition?	☑	☐	☐	
Have fire extinguishers been tested and are they accessible for use?	☑	☐	☐	
Has the shut-off valve been tested?	☑	☐	☐	
8. Vehicles and Equipment Maintenance and Washing	**Yes**	**No**	**N/A**	**Observations/Required Actions**
Are vehicles and equipment checked for leaking fluids?	☑	☐	☐	
Are drip pans and spill kits located within easy access of vehicle and equipment storage areas?	☑	☐	☐	

Are maintenance activities performed indoors when practical?	☑	☐	☐	
Are washing activities confined to specified, approved wash areas?	☑	☐	☐	
Are washing activities conducted without the use of detergents?	☑	☐	☐	
Are sprayers and spreaders rinsed indoors where wash water discharges to the sanitary sewer system?	☑	☐	☐	
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Is a program in place to train employees on the SWPPP at least biennially?	☑	☐	☐	Wood Consulting group. David Bulova
Are employees trained on proper spill prevention and response for the materials that they handle?	☑	☐	☐	

Engineering and Inspection Staff Training Participation

Josh Brink	Yes
Scott Brodbeck	Yes
Calvin Clark	Yes
Jonathan Franssell	Yes
Eugene Gravette	Yes
Trishia Hartman	Yes
Sue Jaston	Yes
Kelli Malone	Yes
John Orrison	Yes
Scott Robinson	Yes
Richard Sharkey	Yes
Randy Schell	Yes
Jeff Schwietz	Yes
Zeljko Spasojevic	Yes
John Verdin	Yes

Presented By: Chris Mason **Safety Training Town Shop (DPW)** **Date:** 11-Aug-21

Subject: Stormwater Pollution Prevention

Administration - 3

Scott Robinson
Tammy Chastain TC
Mike Farr
Bob Etris
Bill Smith

Buildings - 6

Dominc Scuric
John Johnson
Vacant
Vacant
Tony Auchmuty TA
Luis Sandoval

Grounds -12

Jimmy Linton JL
Andy Crawford
Chris Cannady C.C
Chris Conroy CC
Elmer Cuadra EAC
Larry Hogan LH
Manuel Junco MJ
Andrew Taylor
Charles Bednarek CB
Manuel Cruz
Luis Aleman LA
Ollie Bertrand

Row - 3

Randy Croson
Patrick Dillon PD
Joe Fauble JF

Streets - 9

David Higgins DH
Bruce Corum BC
CJ Wilburn CJ
Amauri Guerra AG
Hunter Dunbar HD
Joe Spence JS
Vacant
Matt Ordemann MO
Michael Keller MK
Vacant

Refuse - 16

Scott Keebaugh
Donnie Brown DB
Vincent Farabaugh VF
Kevin Green KG
Isaih Harris IH
Carl Lowe CL
Kevin Price KP
Denis Quintanilla
Howard Spriggs ✓
Moises Martinez MMM.
James Talley
Steven Trent
Dillin Collins DC
Donte Taylor DT
Dakota Dalton DD
Eric Romero ER

Fleet - 5

John Craft
Justin Grande JG
Paul Wilcox
Nick Childs
Bill Sigmon W.F.S.

GSA - 2

Chris Mason CM
Vacant
Amanda Wilks AW

Water - 5

Lenny Lawson LL
Don Madden DM
Gerson Galicia GG
Gregory Croson
Tim Whetzel TW

Sewer - 5

Brian Keebaugh BK
John Barogh JB
Harry Middleton HM
Austin Tapia AT
Steven Wilson SW
Vacant

Traffic -3

Cliff Hoffman CH
Kyle Fary KF
Brett Houtz BH

Names Not On The List

Names Not On The List

Names Not On The List

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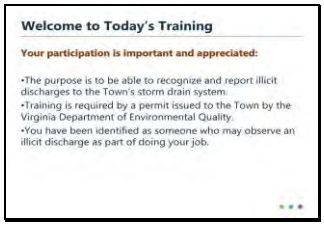

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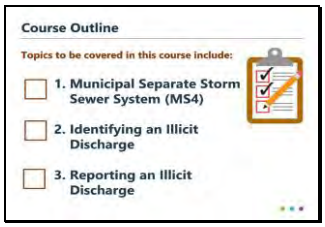

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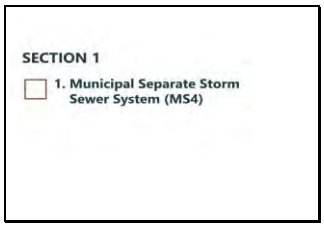

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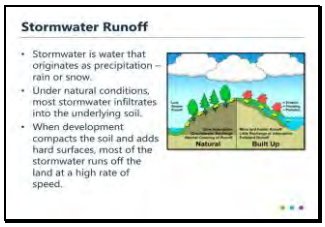

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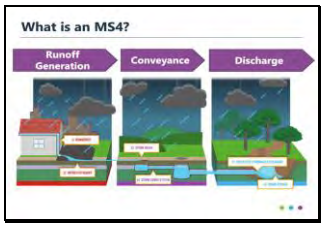

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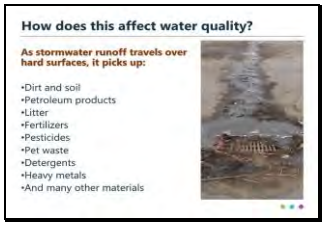

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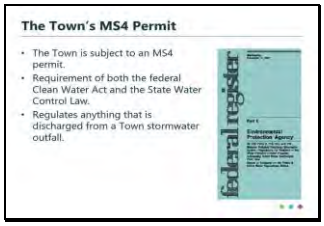

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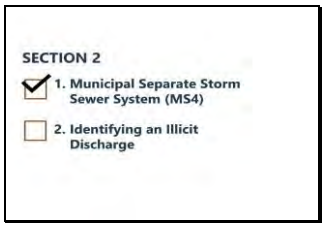

Slide 9 - SECTION 2

Slide 10 - Slide 10

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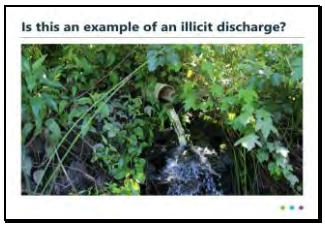

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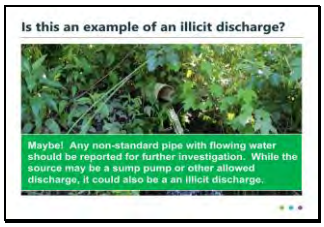

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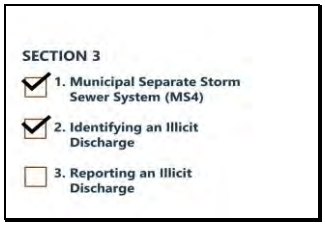

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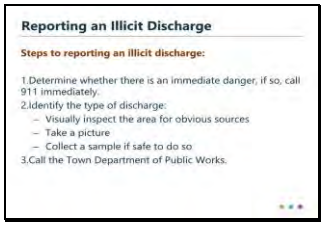
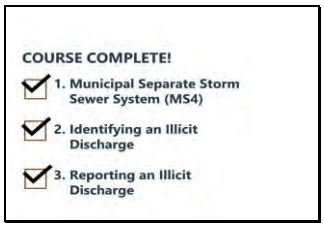


Slide 32 - Slide 32

Slide 33 - Slide 33



Slide 34 - COURSE COMPLETE!

Slide 35 - Thank you!

APPENDIX G

Spreadsheets Showing Shared Credit Reductions with Fairfax County for Projects Implemented During FY21

Street Sweeping Calculations

Overall FY21 Progress and Progress Toward FY23 and FY28 Targets

Sugarland Run Bacteria TMDL Action Plan

Implemented Shared Project Reductions from Fairfax County for FY21 – Chesapeake Bay TMDL

The Town receives 4.2% credit for projects in the Chesapeake Bay watershed regardless of their physical location within Fairfax County, the Town of Herndon, or the Town of Vienna.

Structural Retrofits

Projects in Addition to Those Reported in the Chesapeake Bay TMDL Action Plan Completed July 1, 2020 to June 30, 2021 (or previously unreported)

Project Name	Substantial Completion	Long.	Lat.	Type of Project or BMP	Treated (Ac)	Impervious Treated (Ac)	Pervious Treated (Ac)	Estimated Cost ($)	Estimated Amount of Total			Pollutant Reduction Calculation Method	% Treated Area Outside Regulated	Baseline Reduction Provided for			Total Credit Received (lb/yr)		
									TN	TP	TSS			TN	TP	TSS	TN	TP	TSS
Construction Complete																			
Herrity Concrete Fountain Replacement	1/29/2021	-77.362500	38.856500	Rainwater Harvesting	2.20	1.87	0.33	$321,750	10.80	0.98	697.00	VA Rainwater Harvesting Spreadsheet	0%	-	-	-	10.80	0.98	697.00
Herrity Concrete Fountain Replacement	1/29/2021	-77.362500	38.856500	Bioretention	0.10	0.08	0.02	$321,750	0.39	0.06	53.67	CBEE Bioretention C/D soils, underdrain	0%	-	-	-	0.39	0.06	53.67
Ben Franklin Park Sec 1	11/25/2020	-77.189329	38.770513	Constructed Wetland	58.30	16.45	41.85	$894,000	89.57	8.83	6,828.08	CBP Retrofits Expert Panel, ST curve, for 0.2 inches of runoff	92%	45.31	5.28	4,389.43	44.26	3.55	2,438.65
Foulger and Boldog	1/15/2021	-77.390302	38.847329	Wet Pond	51.30	14.56	41.85	$72,000	103.74	6.41	2,765.80	CBP Retrofits Expert Panel, ST curve, for 0.67 inches of runoff w/ forebay	53%	24.38	2.76	1,470.80	79.36	3.65	1,295.00
Runnymede Bioretention 1	11/10/2011	-77.370247	38.971078	Bioretention	2.02	0.91	1.11	$275,000	17.76	1.51	1,060.97	CBP Retrofits Expert Panel, RR curve, for 2.11 in runoff treated	0%	-	-	-	17.76	1.51	1,060.97
Runnymede Bioretention 2	11/10/2011	-77.370247	38.971078	Bioretention	1.68	0.57	1.11		13.96	1.08	728.25	CBP Retrofits Expert Panel, RR curve, for 2.32 in runoff treated	0%	-	-	-	13.96	1.08	728.25
Runnymede Filtering Device	11/10/2011	-77.370247	38.971078	Filtering Practices	0.31	0.27	0.04		1.29	0.23	168.97	TP: VA BMP Clearinghouse, TN and TSS: CBP Retrofits Expert Panel, ST cu	0%	-	-	-	1.29	0.23	168.97
Herndon Golf Course Pond Retrofit	11/10/2011	-77.394194	38.978665	Extended Detention Pond	31.40	18.88	12.52	$244,000	88.88	7.14	14,589.32	CBEE Dry Extended Detention, only includes new MS4 treatment area	0%	-	-	-	88.88	7.14	14,589.32
				Subtotal:	**147.31**	**53.59**	**98.83**	**$2,128,500**	**326.39**	**26.24**	**26,892.06**			**69.69**	**8.04**	**5,860.23**	**256.70**	**18.20**	**21,031.83**
															Fairfax Credit	**92.3%**	**236.93**	**16.80**	**19,412.38**
															Herndon Credit	4.2%	10.78	0.76	883.34
															Vienna Credit	3.5%	8.98	0.64	736.11

Control Measures Expected to be Implemented During the Next Reporting Period (July 1, 2021 - June 30, 2022):
As reported in the 2017 Annual Report, Fairfax County has completed the control measures in the approved TMDL Action Plan which were over and above the 5% reduction requirement. The County will continue to report additional implemented projects annually.
Projects currently in construction include: constructed wetlands Gunston Corner at Laurel Hill, Peyton Run, and Sully Basins; Holly Meadows cisterns; Leigh Meadow & Towlston filtering practices; and Springfield Parking Garage and Sully Community Center manufactured treatment devices.

Note that Runnymede and Herndon Golf Course Pond Retrofit projects were completed in 2011 but were not included in either the Town or County tracking ledgers. Since the County provided financial assistance, the projects have been added to the shared project reductions.

Stream Restoration

Projects in Addition to Those Reported in the Chesapeake Bay TMDL Action Plan Completed July 1, 2020 to June 30, 2021 (or previously unreported)

Project Name	Substantial Completion	Longitude	Latitude	Type of Project or BMP	Acres Treated (Ac)	Impervious Acres Treated (Ac)	Pervious Acres Treated (Ac)	Estimated Cost ($)	Restored Length (LF)	Estimated Amount of Total Pollutant Reduction (lbs/yr)			Pollutant Reduction Calculation Method	% Treated Area Outside Regulated Area	Baseline Reduction Provided for Unregulated Areas (lb/yr)			Total Credit Received (lb/yr)		
										TN	TP	TSS			TN	TP	TSS	TN	TP	TSS
Construction Complete																				
Flag Run at Elgar St	10/21/2020	-77.21222	38.80581	Urban Stream Restoration	207.68	66.46	141.2	$4,480,000	3,245	261	120	41,460	CBP Urban Stream Restoration Expert Panel: Protocol 1 -BANCS Sediment Load Estimate: 229.06 tons/yr, Sediment Delivery Ratio: 0.181	49.9%	107.09	14.16	12,155.87	154.0	106.1	29,304.0
Hunting Creek @ Fairchild	1/19/2021	-77.075361	38.779639	Urban Stream Restoration	125.80	70.20	55.6	$2,461,000	1,187	775	302	37,432	CBP Urban Stream Restoration Expert Panel: Protocol 1 -BANCS Sediment Load Estimate: 575 tons/yr, Protocol 2 - Restored Length 955 lf, Average Stream Bank Width: 1.8 ft, Sediment Delivery Ratio: 0.0651	53.9%	142.34	19.70	17,085.42	633.0	282.2	20,346.4
Old Courthouse Spring Branch - Phase I @ Gosnell Road	1/29/2021	-77.247156	38.925587	Urban Stream Restoration	369.25	259.69	109.6	$7,022,060	3,236	519	239	82,333	CBP Urban Stream Restoration Expert Panel: Protocol 1 -BANCS Sediment Load Estimate: 454.88 tons/yr, Sediment Delivery Ratio: 0.181	39.2%	147.29	19.37	16,604.86	371.3	219.4	65,728.4
Snakeden Branch Tributary @ Lake Audubon	1/15/2021	-77.335564	38.929434	Urban Stream Restoration	46.76	22.44	24.3	$1,860,000	863	134	62	21,344	CBP Urban Stream Restoration Expert Panel: Protocol 1 -BANCS Sediment Load Estimate: 117.92 tons/yr, Sediment Delivery Ratio: 0.181	28.2% Note 1	6.79	0.74	601.58	127.6	61.2	20,741.9
Newington Commons	1/11/2021	-77.2453	38.7299	Urban Stream Restoration	18.88	2.67	16.2	$830,018	351	27	12	4,243	CBP Urban Stream Restoration Expert Panel: Protocol 1 -Restored Length: 351.2ft, Bank Height: 2.5ft, Sediment Delivery Ratio: 0.181	21.6%	2.37	0.27	222.59	24.4	12.0	4,020.5
Abington Court Outfall	11/5/2020	-77.29017	38.821201	Outfall Restoration	85.00	21.25	63.8	$314,292	254	31	14	4,910	CBP Urban Stream Restoration Expert Panel: Protocol 1 -Existing Length: 254 LF, Average Stream Bank Height: 4 ft, Sediment Delivery Ratio: 0.181	93.7%	28.98	7.21	4,600.68	2.0	7.0	309.3
Gainsborough Drive Outfall Restoration	1/1/2021	-77.28908	38.811902	Outfall Restoration	19.40	6.20	13.2	$464,131	366	56	26	8,844	CBP Urban Stream Restoration Expert Panel: Protocol 1 -Existing Length: 366 LF, Average Stream Bank Height: 5 ft, Sediment Delivery Ratio: 0.181	31.4%	6.93	0.96	829.82	48.8	24.7	8,014.0
Gillings Road Outfall	7/24/2020	-77.240234	38.767722	Outfall Restoration	19.80	6.90	12.9	$520,991	316	38	18	6,109	CBP Urban Stream Restoration Expert Panel: Protocol 1 -Existing Length: 316 LF, Average Stream Bank Height: 4 ft, Sediment Delivery Ratio: 0.181	5.7%	0.76	0.06	38.96	37.7	17.7	6,069.6
Miller Heights Outfall	3/11/2021	-77.32549	38.888567	Outfall Restoration	31.00	5.89	25.1	$272,345	403	58	27	9,251	CBP Urban Stream Restoration Expert Panel: Protocol 1 -Existing Length: 403 LF, Average Stream Bank Height: 4.75 ft, Sediment Delivery Ratio: 0.181	36.7%	9.66	1.08	883.68	48.6	25.8	8,367.3
Rabbit Branch @ Gainsborough Drive	1/1/2021	-77.28898	38.811793	Outfall Restoration	1,515.50	312.20	1,203.3	$352,415	505	92	42	14,643	CBP Urban Stream Restoration Expert Panel: Protocol 1 -Existing Length: 505 LF, Average Stream Bank Height: 6 ft, Sediment Delivery Ratio: 0.181	66.9% Note 1	61.67	15.06	8,583.96	30.6	27.4	6,059.1
Raindrop Way Outfall Restoration	1/1/2021	-77.22535	38.728641	Outfall Restoration	40.00	11.60	28.4	$578,460	1,088	99	46	15,774	CBP Urban Stream Restoration Expert Panel: Protocol 1 -Existing Length: 1088 LF, Average Stream Bank Height: 3 ft, Sediment Delivery Ratio: 0.181	64.4%	20.92	2.20	1,773.04	78.4	43.6	14,000.9
Rockport Road	11/11/2020	-77.27333	38.913687	Outfall Restoration	39.70	13.10	26.6	$441,909	378	92	42	14,614	CBP Urban Stream Restoration Expert Panel: Protocol 1 -Existing Length: 378 LF, Average Stream Bank Height: 8 ft, Sediment Delivery Ratio: 0.181	47.9%	18.82	2.44	2,087.32	73.2	40.0	12,526.8
Brooktrail Court	6/10/2021	-77.28009	38.928154	Outfall Restoration	39.11	7.04	32.1	$310,026	300	37	17	5,799	CBP Urban Stream Restoration Expert Panel: Protocol 1 -Existing Length: 300 LF, Average Stream Bank Height: 4 ft, Sediment Delivery Ratio: 0.181	77.5%	21.23	1.99	1,540.12	15.3	14.8	4,259.1
Piney Branch	3/25/2021	-77.111759	38.814183	Urban Stream Restoration	688.50	249.80	438.7	$1,600,000	1,525	655	302	104,039	CBP Urban Stream Restoration Expert Panel: Protocol 1 -BANCS Sediment Load Estimate: 574.81 tons/yr, Sediment Delivery Ratio: 0.181	8.4%	31.18	3.27	2,632.79	624.10	298.5	101,406.0
				Subtotal:	**3,246.38**	**1,055.44**	**2,191.0**	**$21,507,647**	**14,017.00**	**2,874**	**1,269**	**370,795**			**606.03**	**88.51**	**69,640.69**	**2,269.0**	**1,180.4**	**301,153.3**
																	Fairfax Credit	**92.3%**	**2,094.29**	**1,089.51**	**277,964.50**
																	Herndon Credit	4.2%	95.30	49.58	12,648.44
																	Vienna Credit	3.5%	79.42	41.31	10,540.37

Control Measures Expected to be Implemented During the Next Reporting Period (July 1, 2021 - June 30, 2022):

Fairfax County has completed the control measures in the approved TMDL Action Plan as reported in the 2019 annual report. The County will continue to report additional implemented projects annually.

Other stream restoration projects currently in construction include: Leigh Meadow & Towlston; Scotts Run at Old Meadow Road; Accotink Creek at Wakefield Park, and Chestunt Burr Court.

Pollutant Reductions from Street Sweeping for FY21

Street Sweeping Calculations

Notes: Updated calculation based on 2019 DEQ guidance. Must be vacuum assisted sweeper and utilize efficiencies from the Expert Panel Report (May 19, 2016). The Town sweeps downtown weekly, with ~15 weeks of no sweeping during the winter. This results in ~37 passes per year, qualifying for practice SCP-3 from Table 17 of the Expert Panel report.

TN Efficiency	2.0%	**Load per Acre**	15.5	Table 18 of Expert Panel.
TP Efficiency	5.0%	**Load per Acre**	1.93	Table 18 of Expert Panel.
TSS Efficiency	11.0%	**Load per Acre**	1300	Table 18 of Expert Panel.
Watershed %	0.25	Percent of total impervious area in Horsepen Creek watershed.		
Watershed %	0.75	Percent of total impervious area in Sugarland Run watershed.		

Year	Centerline Miles	Curb Miles
FY18	0	-
FY19	0	-
FY20	1.06	2.12
FY21	1.06	2.12
FY22	1.06	2.12
FY23	1.06	2.12

Enter estimate for out-years.

Town Wide Reductions

Pollutant	FY18	FY19	FY20	FY21	FY22	FY23
TN	-	-	0.66	0.66	0.66	0.66
TP	-	-	0.20	0.20	0.20	0.20
TSS	-	-	303.16	303.16	303.16	303.16

Sugarland Run Watershed Reductions

Pollutant	FY18	FY19	FY20	FY21	FY22	FY23
TN	0.00	0.00	0.16	0.16	0.16	0.16
TP	0.00	0.00	0.05	0.05	0.05	0.05
TSS	0.00	0.00	75.79	75.79	75.79	75.79

Horsepen Creek Reductions

Pollutant	FY18	FY19	FY20	FY21	FY22	FY23
TN	0.00	0.00	0.49	0.49	0.49	0.49
TP	0.00	0.00	0.15	0.15	0.15	0.15
TSS	0.00	0.00	227.37	227.37	227.37	227.37

Overall FY21 Progress and Progress Toward FY23 and FY28 Targets

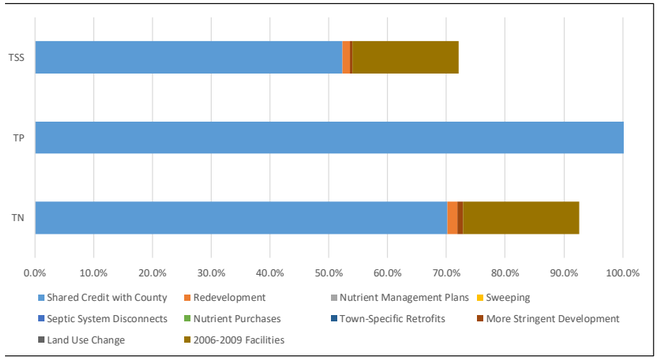
Herndon 2018-2023 Permit Cycle Chesapeake Bay Compliance Dashboard

First Permit Cycle Actual Progress (Through FY18)	TN	TP	TSS
Reductions from Existing Sources to Meet 40% Target	958.01	125.69	107,666.87
+ New Source Offsets	55.12	7.99	3,748.31
+ Grandfathered Offsets	-	-	-
Total Reductions and Offsets	1,013.13	133.68	111,415.18
- BMPs	2,217.73	481.19	194,054.73
Shared Credit with County	*1,679.46*	*377.27*	*140,928.12*
Redevelopment	*41.62*	*5.27*	*3,194.91*
Nutrient Management Plans	-	-	-
Sweeping	-	-	-
Septic System Disconnects	-	-	-
Nutrient Purchases	-	-	-
Town-Specific Retrofits	-	-	-
More Stringent Development	*23.91*	*13.94*	*1,146.47*
Land Use Change	-	-	-
2006-2009 Facilities	*472.74*	*84.70*	*48,785.23*
= Final Remainder/(Excess)	(1,204.60)	(347.51)	(82,639.55)
Reductions from Existing Sources to Meet 100% Target	2,395.02	314.22	269,167.17
% Achieved Toward FY28 Target	**92.6%**	**153.1%**	**72.1%**

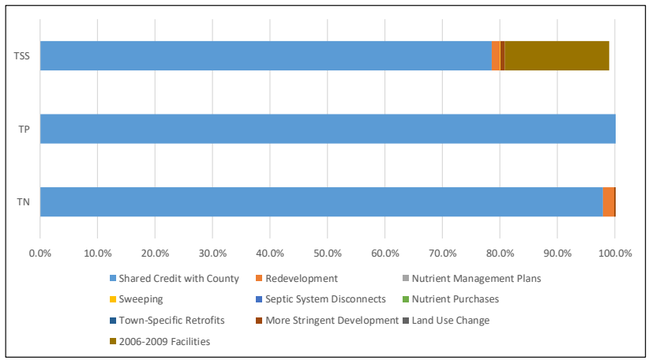
Enter Year for Progress to Date	2021		
Second Permit Cycle Actual Progress to Date	**TN**	**TP**	**TSS**
Reductions from Existing Sources to Meet 40% Target	958.01	125.69	107,666.87
+ New Source Offsets	55.12	7.99	3,748.31
+ Grandfathered Offsets	-	-	-
Total Reductions and Offsets	1,013.13	133.68	111,415.18
- BMPs	2,903.79	707.30	266,467.36
Shared Credit with County	*2,344.32*	*599.66*	*211,426.15*
Redevelopment	*47.38*	*6.74*	*3,826.33*
Nutrient Management Plans	-	-	-
Sweeping	*0.66*	*0.20*	*303.16*
Septic System Disconnects	-	-	-
Nutrient Purchases	-	-	-
Town-Specific Retrofits	-	-	-
More Stringent Development	*38.70*	*15.99*	*2,126.49*
Land Use Change	-	-	-
2006-2009 Facilities	*472.74*	*84.70*	*48,785.23*
= Final Remainder/(Excess)	(1,890.66)	(573.62)	(155,052.18)
Reductions from Existing Sources to Meet 100% Target	2,395.02	314.22	269,167.17
% Achieved Toward FY28 Target	**121.2%**	**225.1%**	**99.0%**

Second Permit Cycle Planned Progress by FY23	TN	TP	TSS
Reductions from Existing Sources to Meet 40% Target	958.01	125.69	107,666.87
+ New Source Offsets	55.12	7.99	3,748.31
+ Grandfathered Offsets	-	-	-
Total Reductions and Offsets	1,013.13	133.68	111,415.18
- BMPs	2,903.79	707.30	266,467.36
Shared Credit with County	*2,344.32*	*599.66*	*211,426.15*
Redevelopment	*47.38*	*6.74*	*3,826.33*
Nutrient Management Plans	-	-	-
Sweeping	*0.66*	*0.20*	*303.16*
Septic System Disconnects	-	-	-
Nutrient Purchases	-	-	-
Town-Specific Retrofits	-	-	-
More Stringent Development	*38.70*	*15.99*	*2,126.49*
Land Use Change	-	-	-
2006-2009 Facilities	*472.74*	*84.70*	*48,785.23*
= Final Remainder/(Excess)	(1,890.66)	(573.62)	(155,052.18)
Reductions from Existing Sources to Meet 100% Target	2,395.02	314.22	269,167.17
% Achieved Toward FY28 Target	**121.2%**	**225.1%**	**99.0%**

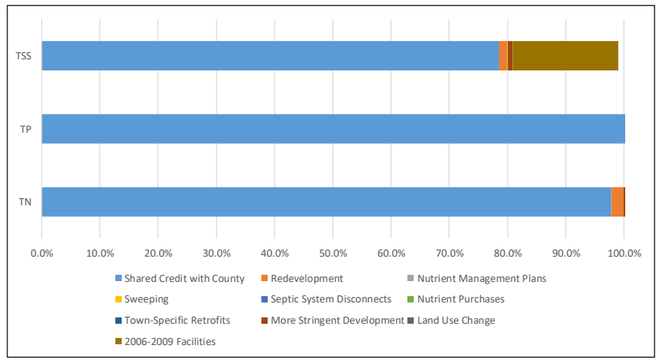
First Permit Cycle Progress to FY28 by BMP Type	TN	TP	TSS
Shared Credit with County	70.1%	120.1%	52.4%
Redevelopment	1.7%	1.7%	1.2%
Nutrient Management Plans	0.0%	0.0%	0.0%
Sweeping	0.0%	0.0%	0.0%
Septic System Disconnects	0.0%	0.0%	0.0%
Nutrient Purchases	0.0%	0.0%	0.0%
Town-Specific Retrofits	0.0%	0.0%	0.0%
More Stringent Development	1.0%	4.4%	0.4%
Land Use Change	0.0%	0.0%	0.0%
2006-2009 Facilities	19.7%	27.0%	18.1%
Total	**92.6%**	**153.1%**	**72.1%**



Second Permit Cycle Actual Progress to Date to FY28 by BMP Type	TN	TP	TSS
Shared Credit with County	97.9%	190.8%	78.5%
Redevelopment	2.0%	2.1%	1.4%
Nutrient Management Plans	0.0%	0.0%	0.0%
Sweeping	0.0%	0.1%	0.1%
Septic System Disconnects	0.0%	0.0%	0.0%
Nutrient Purchases	0.0%	0.0%	0.0%
Town-Specific Retrofits	0.0%	0.0%	0.0%
More Stringent Development	1.6%	5.1%	0.8%
Land Use Change	0.0%	0.0%	0.0%
2006-2009 Facilities	19.7%	27.0%	18.1%
Total	**121.2%**	**225.1%**	**99.0%**



Second Permit Cycle Planned Progress to FY28 by BMP Type	TN	TP	TSS
Shared Credit with County	97.9%	190.8%	78.5%
Redevelopment	2.0%	2.1%	1.4%
Nutrient Management Plans	0.0%	0.0%	0.0%
Sweeping	0.0%	0.1%	0.1%
Septic System Disconnects	0.0%	0.0%	0.0%
Nutrient Purchases	0.0%	0.0%	0.0%
Town-Specific Retrofits	0.0%	0.0%	0.0%
More Stringent Development	1.6%	5.1%	0.8%
Land Use Change	0.0%	0.0%	0.0%
2006-2009 Facilities	19.7%	27.0%	18.1%
Total	**121.2%**	**225.1%**	**99.0%**



Town of Herndon, Virginia

Bacteria TMDL Action Plan for Sugarland Run

Final – December 11, 2020

Town of Herndon
Department of Public Works
777 Lynn Street
Herndon, Virginia 20170

Prepared with assistance by:
Wood Environment & Infrastructure Solutions
Chantilly, Virginia

Prepared in Compliance with Municipal Separate Storm Sewer System (MS4)
Permit No. VAR040060

CERTIFICATION

"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."

William H. Ashton, II	Town Manager	April 20, 2021
Name	Title	Date

RECORD OF PLAN UPDATES

December 11, 2020		

Town of Herndon, Virginia
Bacteria TMDL Action Plan for Sugarland Run

December 11, 2020

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A Cooperative Agreement with Fairfax County
B Pet Waste Stations Map

Town of Herndon, Virginia
Bacteria TMDL Action Plan for Sugarland Run

December 11, 2020

1. Introduction

1.1 Purpose

This Bacteria TMDL Action Plan for Sugarland Run documents how the Town of Herndon intends to meet the "Local TMDL Special Condition" in Part II B of the General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s). The Town of Herndon's most recent MS4 permit (VAR040060) issued by the Virginia Department of Environmental Quality (DEQ) became effective November 1, 2018.

In accordance with the 2018 MS4 permit, the Town must develop an action plan for any total maximum daily load (TMDL) approved by the U.S. EPA on or after July 1, 2013, and prior to June 30, 2018, where a waste load allocation (WLA) has been assigned to the Town no later than 30 months after the effective permit date (May 1, 2021). A TMDL establishes the maximum amount of a pollutant that can enter a water body without violating water quality standards. A WLA represents the total pollutant loading that is allocated to a specific permitted source.

The "Bacteria TMDL Development for Tributaries of the Potomac River: Sugarland Run, Mine Run, and Pimmit Run" was approved by the U.S. EPA on September 26, 2013. The TMDL assigns a bacteria WLA to the portion of the Town's MS4 regulated area draining to Sugarland Run. Contamination by fecal coliform bacteria is the most common cause of water quality violations in Virginia streams. According to DEQ and the United States Geologic Survey "Although fecal coliform bacteria are not necessarily dangerous to humans, their presence in streams indicates that the water is contaminated with fecal waste from warm-blooded animals… For this reason, fecal coliform bacteria are known as 'indicator organisms;' their presence in recreational waters indicates an increased risk to human health."[1] In Virginia, water quality standards for bacteria were changed in 2003 from more general fecal coliform bacteria to E. coli (*Escherichia coli*). E. coli is a subset of fecal coliform bacteria and is considered a better indicator of the pathogenic potential of contamination.

This plan addresses the requirements of the MS4 permit by: describing the WLAs assigned to the Town and the corresponding reduction requirements; identifying significant sources of the pollutants of concern discharging from the Town's MS4; identifying best management practices (BMPs) to reduce the pollutants of concern in accordance with special permit requirements; calculating existing and planned pollutant reductions; developing outreach strategies to enhance the public's ability to eliminate and reduce discharges of pollutants; and, establishing an implementation schedule for the permit term.

[1] "Identifying Sources of Fecal Coliform Bacteria in Accotink Creek," USGS and Virginia DEQ, undated.

1.2 Cooperative Approach with Fairfax County

The Town has entered into an agreement with Fairfax County to cooperate in the development and implementation of TMDL action plans. The most recent agreement, included in Appendix A, was adopted by both parties effective March 2, 2017. While this TMDL action plan does not include cooperative approaches at this time, the Town reserves the right to develop and implement cooperative bacteria reduction strategies. Any changes in strategies will be reported to DEQ in the Town's MS4 annual reports.

1.3 Permit Compliance Crosswalk

Table 1A provides an overview of the organization of this plan and how each section addresses the 2018 MS4 permit.

Table 1A – Action Plan and Permit Compliance Crosswalk

Action Plan	Plan Element	2018 MS4 Permit	
Section 1	Introduction		
Section 2.1	Overview of TMDLs	Part II B 3	a. The TMDL project name. b. The EPA approval date of the TMDL.
Section 2.2	Waste Load Allocation	Part II B 3	c. The wasteload allocated to the permittee (individually or in aggregate), and the corresponding percent reduction, if applicable.
Section 2.3	Identification of Significant Sources of Bacteria	Part II B 3	d. Identification of the significant sources of the pollutants of concern discharging to the permittee's MS4 and that are not covered under a separate VPDES permit. For the purpose of this requirement, a significant source of pollutants means a discharge where the expected pollutant loading is greater than the average pollutant loading for the land use identified in the TMDL.
Section 2.4	Best Management Practices	Part II B 3	e. The BMPs designed to reduce the pollutants of concern in accordance with Parts II B 4, B 5, and B 6.
			f. Any calculations required in accordance with Part II B 4, B 5, or B 6.
		Part II B 4	a. If the permittee is an approved VSMP authority, the permittee shall select at least three strategies listed in Table 5

Action Plan	Plan Element	2018 MS4 Permit	
			below designed to reduce the load of bacteria to the MS4. Selection of the strategies shall correspond to sources identified in Part II B 3 d. b. [Not applicable].
Section 2.5	Outreach Strategy	Part II B 3	g. For action plans developed in accordance with Part II B 4 and B 5, an outreach strategy to enhance the public's education (including employees) on methods to eliminate and reduce discharges of the pollutants.
Section 3	Schedule of Anticipated Actions	Part II B 3	h. A schedule of anticipated actions planned for implementation during this permit term.
Section 4	Opportunity for Public Comment	Part II B 7	Prior to submittal of the action plan required in Part II B 1, the permittee shall provide an opportunity for public comment proposed to meet the local TMDL action plan requirements for no less than 15 days.

2. Bacteria TMDL Action Plan

2.1 Overview of TMDLs

This TMDL action plan addresses the bacteria WLA assigned to the Town of Herndon in the "Bacteria TMDL Development for Tributaries to the Potomac River: Sugarland Run, Mine Run, and Pimmit Run." The TMDL was approved by the State Water Control Board on April 4, 2014 and by the U.S. EPA on September 26, 2013. Map 2A shows the location of the Sugarland Run watershed in relation to the Town of Herndon and the surrounding area.

Sugarland Run was listed as impaired on Virginia's 303(d) TMDL Priority List and Reports because of violations of the state's water quality standards for *E. coli* and fecal coliform bacteria.

2.2 Waste Load Allocations

The MS4 regulated area is defined in the MS4 permit as a system that discharges to waters of the Commonwealth that is owned or operated by the permittee. As a practical matter, the regulated MS4 area includes all of the Town with the exception of areas draining directly to a local stream without entering the Town's storm sewer system. Map 2B shows the Sugarland Run watershed in relation to the Town's MS4 service area.

The impaired segments of Sugarland Run drains approximately 14,528 acres of Fairfax County, Loudoun County, and the Town of Herndon. The Town's portion of the watershed is 2,290 acres, or approximately 15.8%.

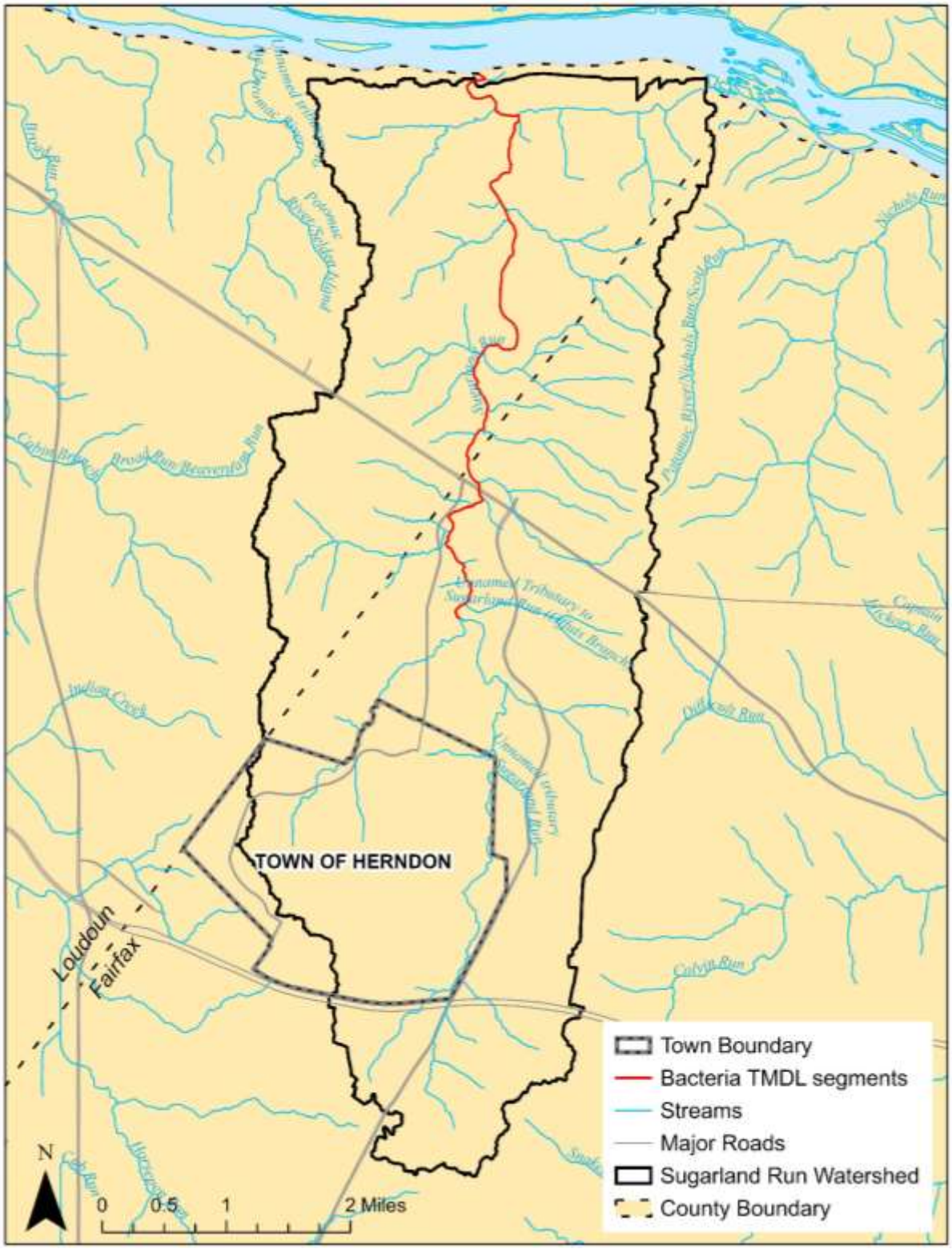
The WLA for MS4 permit holders in the Sugarland Run watershed is aggregated. The existing load for MS4s is identified as 1.74E+14 cfu/year and the WLA is identified as 4.65E+12 cfu/year.[2] This represents a 97.3% reduction from existing conditions. Table 2A summarizes existing and allocated bacteria loads from all MS4 sources in the Sugarland Run watershed.[3]

Table 2A – Sugarland Run TMDL Aggregate Allocations for MS4s

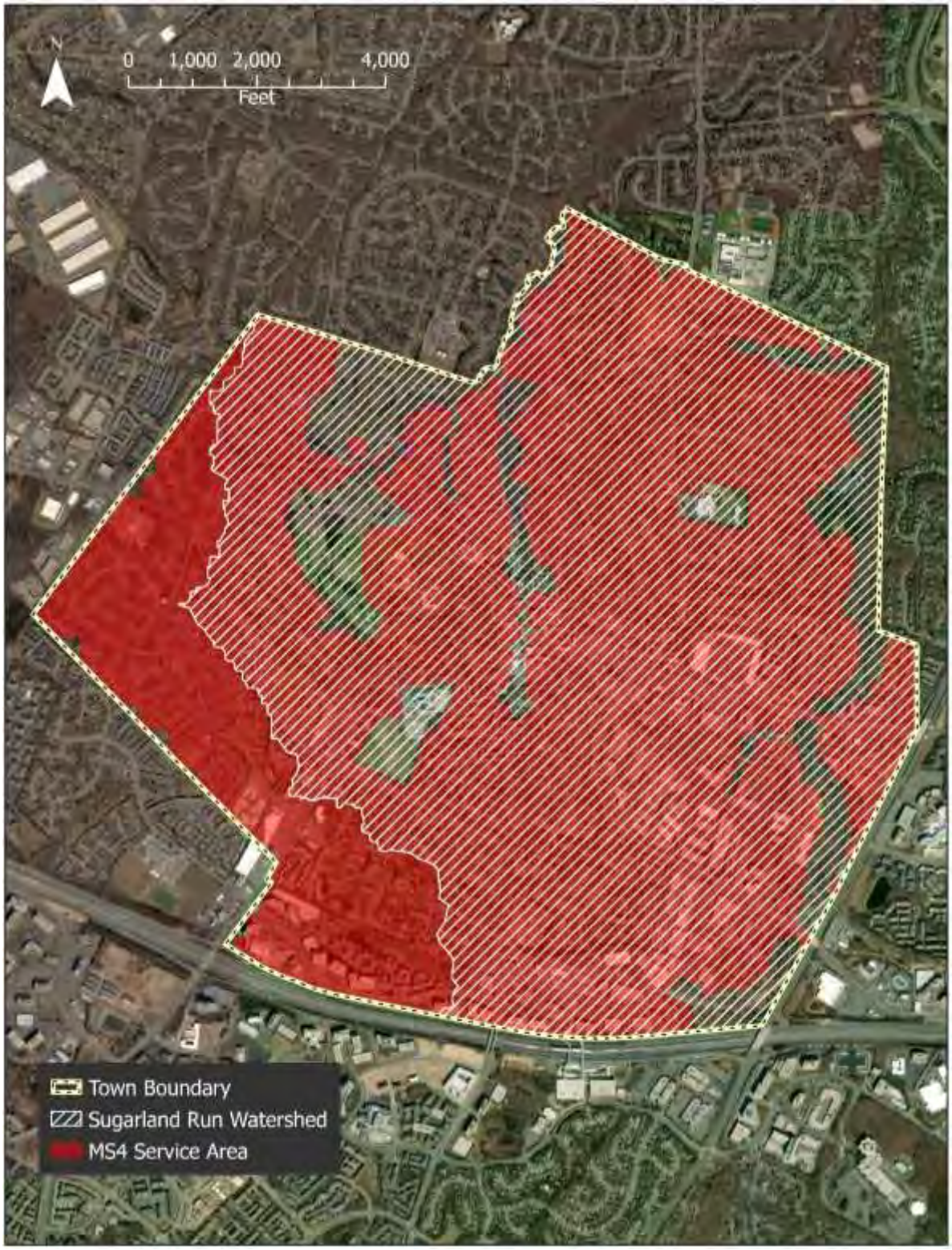
Aggregated MS4s	Existing Bacteria Load (cfu/year)	Allocated Bacteria Load (cfu/year)	% Reduction	Load Reduction (cfu/year)
Town of Herndon Fairfax County VDOT Fairfax County Public Schools Loudoun County	1.74E+14	4.65E+12	97.3%	1.42E+14

[2] While the WLA and percent reduction are aggregated, Table 4-2 of the TMDL does assign the Town of Herndon with an MS4 allocation of 8.89E+11 cfu/year.
[3] Table 4-6 of the TMDL.

Map 2A – Sugarland Run Watershed



Map 2B – Town of Herndon MS4 Service Area



2.3 Identification of Significant Sources of Bacteria

The Sugarland Run bacteria TMDL assessed several potential sources of bacteria within the watershed. These include permitted point sources, domestic sewage (sanitary sewer system interconnections, failed septic tanks, and straight pipes), livestock, land-application of manure, wildlife, and pets. MS4s are assigned a portion of land-based loadings from developed land use categories (high, medium, and low intensity developed land uses). This primarily includes pet waste, but also indirect deposition from wildlife. Overland flow to the MS4 may also occur as a result of septic system failure. All human sources of bacteria are expected to be eliminated.

The MS4 permit requires the Town to identify significant sources of bacteria discharging to the MS4 that are not covered under a separate VPDES permit. A source is considered significant if the pollutant loading is expected to be greater than the average pollutant loading for the land use identified in the TMDL.

Pet Waste

Pet waste can enter the MS4 when it is left on a surface that drains to a storm sewer. Off-leash dog parks are an example of a specific land use with a potential high risk for bacteria to enter into the MS4. The Town has one dog park (Chandon Park); however, the park is located in the Horsepen Creek watershed. Other areas where bacteria from pet waste could be concentrated include those areas where owners are likely to walk their pets. The Town operates 11 parks and two trail systems where people are likely to walk their pets. Twelve of these (10 parks and two trails) are located within the Sugarland Run watershed. The Town has installed pet waste stations at all of these parks over the last few permit cycles. Pet waste stations are serviced twice weekly, or more if necessary. Table 2B shows parks and trail systems in the Sugarland Run watershed and the number of pet waste stations at each. A map of public and known private pet waste stations is included in Appendix B.

Table 2B – Town Parks and Trail Systems in the Sugarland Run Watershed

Park	Address	Pet Waste Station	# of Stations
Alabama Drive	1100 Alabama Drive	Yes	1
Bready	814 Ferndale Avenue	Yes	2
Bruin	415 Van Buren Street	Yes	1
Cuttermill	1501 Herndon Parkway	Yes	1
Folly Lick Branch Trail	Folly Lick Branch Stream Valley	Yes	3
Haley Smith	324 Van Buren Street	Yes	1
Harding	749 Van Buren Street	Yes	1
Runnymede	195 Herndon Parkway	Yes	1
Spring Street	Van Buren Street and Spring Street	Yes	1

Park	Address	Pet Waste Station	# of Stations
Stanton	Monroe Street and 3rd Street	Yes	1
Sugarland Run Trail	Sugarland Run Stream Valley	Yes	2
Trailside	1022 Crestview Drive	Yes	2

In addition to Town-operated parks and trails, the Northern Virginia Regional Park Authority (NOVA Parks) operates the Washington and Old Dominion (W&OD) Trail within the Town. This trail is heavily used by bikers and walkers, including pet owners. NOVA Parks has installed pet waste stations along the trail, including in Herndon. Private open space such as community association common area is also frequented by pet walkers. The Town tracks the location of these private pet waste stations and actively encourages the establishment of new stations.

Human Sources

Potential human sources of bacteria to the MS4 include failing septic systems and sanitary sewer cross-connections, spills, or leaks. The vast majority of the Town is connected to public sanitary sewer and no Town owned or operated properties have individual septic systems. All new construction must connect to the sanitary sewer in accordance with Chapter 74, Article II "Individual Sewage Disposal Systems" if it is within 300 feet of public sanitary sewer. When sanitary sewer becomes available to existing construction, septic tanks must be abandoned and the property connected to the sanitary sewer system. Any remaining septic systems must meet the maintenance and pump out requirements of the Virginia Chesapeake Bay Preservation Area Designation and Management Regulations. This is enforced through the Fairfax County Health Department.

With regard to the sanitary sewer system, the Town Department of Public Works maintains approximately 85 miles of pipe. There are eight metering stations that monitor levels of flow. Information from the stations is used to detect unusual decreases/increases in flow and to initiate investigation as needed. System inspection includes the use of closed-circuit television (CCTV). The Town's goal is to inspect 20-35% of the system annually. This ensures that any problems or issues are identified and corrected early. The Town also has an ongoing pipe lining and manhole rehabilitation program.

Finally, to detect potential cross-connections and other illicit discharges, the Town implements a dry weather stormwater outfall monitoring program. The Town's program is described in its MS4 Program Plan, BMP 3.D. Any leaks or cross-connections are dealt with immediately.

Wildlife Sources

Wildlife is also a potential source of bacteria to the MS4. The TMDL states "Virginia and USEPA are not proposing the elimination of natural wildlife to allow for the attainment of water quality standards. However, managing overpopulations of wildlife remains an option available to local stakeholders."[4] Canada Geese are a particular issue for the Northern Virginia region. The Town's Centennial Golf Course, which is mostly located outside of the Town's MS4, actively manages

[4] Section 5.6 of the TMDL.

wildlife, including Canada Geese, on its property. The program, which is Audubon International Certified, includes the following components:

- December to March – Train staff on how to identify potential nesting sites and monitor designated areas, especially around ponds.
- February to March – Train Staff how to addle eggs. Addle is coating the egg with vegetable or corn oil, which deprives the embryo of oxygen.
- Late March and April – Locate nests and addle and/or remove eggs.
- Mid-May to mid-Summer – Harass geese so that they leave the property. This may include bird bangers, flashing lights, and remote control boats.
- Fall – resume harassment as necessary.

2.4 Best Management Practices

The Sugarland Run TMDL provides the following guidance to MS4s regarding the implementation of BMPs to reduce bacteria pollution:

"For MS4s/VSMP individual and general permits, the Commonwealth expects the permittee to specifically address the TMDL wasteload allocations (WLA) for stormwater through the iterative implementation of BMPs that may include both structural and nonstructural controls." "It should be noted that implementation of the WLAs for MS4 permits will focus on achieving the percent reductions required by the TMDL, rather than the individual numeric WLAs. The MS4 WLAs are aggregated by geographic boundary. It is not intended that individual numeric WLAs will be applied towards each permit. Rather, the MS4 permittees are expected to implement programmatic controls aimed at achieving the pollutant reductions identified in this TMDL. Additionally, it is anticipated that the implementation of MS4 WLAs will focus on reducing anthropogenic sources of the pollutant of concern."[5]

The Town has developed and implemented a comprehensive program over multiple permit cycles to prevent the discharge of anthropogenic sources of bacteria from the MS4. In accordance with Part II B 4 of the MS4 permit, the Town must select and implement at least three of the strategies listed in Table 5 of the MS4 permit. The strategies must correspond to the sources identified in Section 2.3 of this action plan. Table 2C summarizes the Town's bacteria management controls and demonstrates compliance with the requirement to implement strategies from Table 5 of the MS4 permit.

[5] Section 5.3.2 of the TMDL.

Table 2C – Town of Herndon Bacteria Reduction BMPs

Program Element	Description	Specific Actions	Permit Table 5 Strategy
Domestic Pets			
Public Education and Outreach	The MS4 Program Plan, BMP 1.B, identifies bacteria from pet waste is one of the Town's three high-priority stormwater issues. The objective of this BMP is to reduce bacteria pollution by targeting pollution prevention materials to the Town's dog owners and to make it convenient for dog owners to properly dispose of waste.	Continue to distribute "Scoop Your Poop" post cards through partnership with local veterinary clinics.	
		At least once during the permit cycle, send targeted pollution prevention information by mail to Town residents who hold a Fairfax County Dog License.	
		The Town has 11 parks where people are likely to walk their pet and has aggressively established pet waste stations in public spaces (trails and parks). In addition, the Town has worked with home owners associations to install stations in private common areas. The Town will continue to assess and identify any potential gaps in coverage and install additional stations as necessary.	Provide signage to pick up dog waste, providing pet waste bags and disposal containers.
			Maintain dog parks by removing disposed of pet waste bags and cleaning up other sources of bacteria.
		At least once annually, post on social media about the importance of proper pet waste disposal.	
Northern Virginia Clean Water Partners	The Town is an active partner in the Northern Virginia Clean Water Partners program (MS4 Program Plan BMP 1.D). The program allows the Town to leverage funding with its regional partners to reach target audiences with greater frequency and in more ways than	Continue to participate in the Clean Water Partners program.	

Program Element	Description	Specific Actions	Permit Table 5 Strategy
	working alone. Reducing bacteria from pet waste is one of the primary focus areas of the regional effort.		
Pet Waste Removal	The Town has enacted a "pooper-scooper" ordinance (Town Code, Section 6-1) that requires the owner or custodian of any dog to remove excreta deposited by such dog on the property of another, including public places. A violation is a Class 4 misdemeanor, which is punishable by a fine of not more than $250.	Town Code, Section 6-1 is enforced by the Town on an ongoing basis.	Adopt and enforce pet waste ordinances or policies, or leash laws or policies.
Illicit Discharges			
Reporting Illicit Discharges	The MS4 Program Plan, BMP 2.B, promotes the ability of the public to report illicit discharges, illegal dumping, spills, complaints about land disturbing activities, and other stormwater pollution concerns.	Provide information on how to report a potential illicit discharge or illegal dumping (including phone, email, and online forms) on the stormwater webpage.	
Prohibition of Illicit Discharges	The Town has enacted an ordinance (Town Code, Section 26-323) to prohibit illicit discharges to the storm sewer system and to conduct necessary enforcement in the case of an illicit discharge.	Continue to enforce the provisions of Town Code, Section 26-323.	
Dry Weather Outfall Screening	The MS4 Program Plan, BMP 3.D, establishes a program to identify and eliminate illicit discharges as soon as possible to minimize impacts to water quality.	Perform dry weather outfall screening for at least 50 outfalls annually such that no more than 50% are screened in the previous 12-month period.	
Staff Training	The MS4 Program Plan, BMP 6.D establishes a program to train employees on pollution prevention	All field personnel are trained every other year on the recognition and reporting of illicit discharges. This	

Program Element	Description	Specific Actions	Permit Table 5 Strategy
	goals and how to recognize and correct potential sources of pollution. Prevention of bacteria pollution is an element of the Town's training.	includes staff from the Department of Public Works, Community Development, Parks, Golf Course, and Chestnut Grove.	
Sanitary Sewer Connections	All new construction must connect to the sanitary if it is within 300 feet of public sanitary sewer (Town Code, Chapter 74, Article II). When sanitary sewer becomes available to existing construction, septic tanks must be abandoned and the property connected to the sanitary sewer system.	Continue to enforce Town Code, Chapter 74.	
Sanitary Sewer Inspection Program	The Town DPW routinely inspects approximately 85 miles of sanitary sewer pipe for leaks and cross connections using CCTV.	Continue to inspect 20-35% of the system annually and make repairs based on inspection results.	
Septic Pump Out Requirements	All septic systems in Fairfax County, including the Town of Herndon, must be pumped out at least once every five years. This is a requirement of the Chesapeake Bay Preservation Area Designation and Management Regulations.	Continue to work with the Fairfax County Health Department to enforce septic pump out requirements.	Implement septic tank inspection and maintenance program.
Wildlife			
Golf Course Geese Management Program	The Town's Golf Course actively manages wildlife, including Canada Geese, on its property.	Continue to implement the Golf Course program. Elements include staff training, addling of eggs, and geese harassment.	Identify areas with high bird populations and evaluate deterrents, population controls, habitat modifications, and other measures that may reduce bird-associated bacteria loading.

2.5 Outreach Strategy

The Town's MS4 Program Plan, BMP 1.B "Bacteria from Pet Waste Pollution Prevention" serves as the primary vehicle for meeting the MS4 permit requirement to develop an outreach strategy to enhance the public's education on methods to eliminate and reduce the discharge of bacteria pollution. The plan was updated in 2019 to meet the new MS4 permit requirements. The Sugarland Run TMDL was considered in the plan's development. The plan identifies bacteria as a high-priority water quality issue and outlines target audiences and bacteria-specific outreach strategies.

The Town is an active partner in the Northern Virginia Clean Water Partners program. The program allows the Town to leverage funding with its regional partners to reach target audiences with greater frequency and in more ways than working alone. Reducing bacteria from pet waste is one of the primary focus areas of the regional effort. Importantly, the Clean Water Partners program conducts an annual survey to assess its effectiveness. Data is collected for the entire region and for Fairfax County, which includes the Town of Herndon. This enables the Town to track long-term trends and adjust its public education and outreach program accordingly. For example, in 2020, 71% of survey respondents indicated that they always pick up after their pets, with an additional 11% indicating that they usually do so. The goal of the Town is to maintain and increase the number of people who always pick up after their pets. It is noted that the Sugarland Run TMDL, in estimating urban pollutant loads, assumes a pick-up rate of 50%.[6]

Examples of bacteria pollution prevention education materials.

Town field crews receive pollution prevention training at least once every 24 months (MS4 Program Plan, BMP 6.D). This training includes how to identify and report potential sources of bacteria to the MS4.

[6] Section 3.8.6 of the TMDL.

3. Schedule of Anticipated Actions

Table 3A presents a summary of anticipated actions planned for implementation to address the Sugarland Run bacteria TMDL.

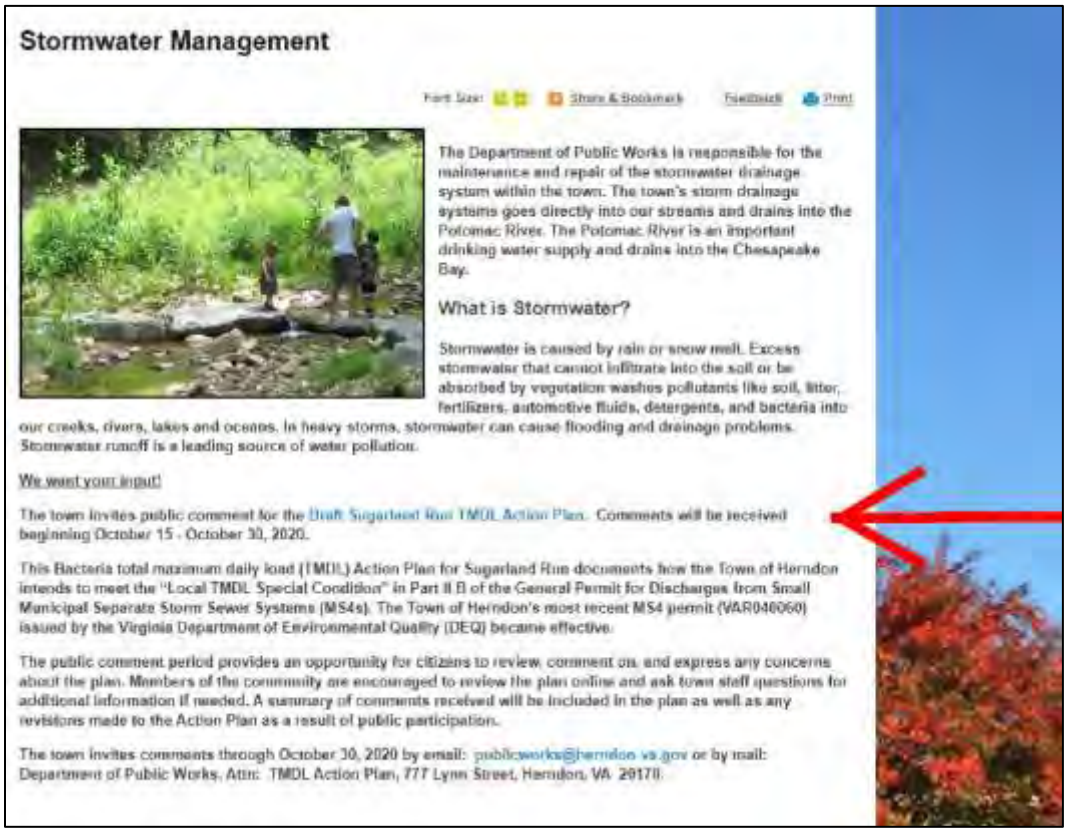
Table 3A – Schedule of Anticipated Actions

Program Element	Description	Implementation Schedule	Responsible Party
MS4 Program Plan	The Town will continue to implement the MS4 Program Plan, including elements related to bacteria. BMPs include, but are not limited to: • BMP 1.B – Distribution of "Scoop Your Poop" post cards. • BMP 1.B – Educational mailings to dog license holders. • BMP 1.B – Establishment and maintenance of pet waste stations at all public parks and trails. • BMP 1.B – Educational posts on social media. • BMP 2.B – Information on how the public can report a potential illicit discharge. • BMP 3.D – Dry weather outfall screening. • BMP 6.D – Training of all field personnel in the recognition and reporting of illicit discharges.	See MS4 Program Plan for implementation schedule.	Public Works
Clean Water Partners Program	The Town will continue to participate in the Northern Virginia Clean Water Partners program.	Ongoing. The work plan is developed annually in accordance with an agreement with the Northern Virginia Regional Commission.	Public Works
Sanitary Sewer Inspection Program	The Town will continue its sanitary sewer inspection program to ensure there are no leaks or cross-connections that could impact the MS4.	Ongoing, with target of 20-35% of the system annually.	Public Works.

Program Element	Description	Implementation Schedule	Responsible Party
Legal Authorities	The Town will continue to implement the following legal authorities: • Town Code, Section 6-1 – "Pooper Scooper" ordinance. • Town Code, Chapter 74, Article II – Sanitary sewer connection ordinance. • Town Code, Section 26-323 – Prohibition of illicit discharges • Chesapeake Bay Preservation Ordinance – Septic pump out requirements	Ongoing.	Town Attorney; Public Works; Animal Control; Fairfax County Health Department
Golf Course Wildlife Management Program	The Golf Course will continue to implement its wildlife management program.	The program includes the following components: • December to March – Train staff on how to identify potential nesting sites and monitor designated areas, especially around ponds. • February to March – Train Staff how to addle eggs. Addle is coating the egg with vegetable or corn oil, which deprives the embryo of oxygen. • Late March and April – Locate nests and addle and/or remove eggs. • Mid-May to mid-Summer – Harass geese so that they leave the property. This may include bird bangers, flashing lights, and remote control boats. • Fall – resume harassment as necessary.	Golf Course

4. Opportunity for Public Comment

In accordance with Part II B 7 of the MS4 permit, this plan must be made available for public comment for at least 15 days. The draft plan was put on the Town's stormwater web page with an invitation for the public to provide comment from October 15 through October 30, 2020. The opportunity to provide comment was also advertised through the Town's social media outlets. A snapshot of the web page and social media post are provided below. No comments from the public were received.



Stormwater Management

Font Size: Share & Bookmark Feedback Print

The Department of Public Works is responsible for the maintenance and repair of the stormwater drainage system within the town. The town's storm drainage systems goes directly into our streams and drains into the Potomac River. The Potomac River is an important drinking water supply and drains into the Chesapeake Bay.

What is Stormwater?

Stormwater is caused by rain or snow melt. Excess stormwater that cannot infiltrate into the soil or be absorbed by vegetation washes pollutants like soil, litter, fertilizers, automotive fluids, detergents, and bacteria into our creeks, rivers, lakes and oceans. In heavy storms, stormwater can cause flooding and drainage problems. Stormwater runoff is a leading source of water pollution.

We want your input!

The town invites public comment for the Draft Sugarland Run TMDL Action Plan. Comments will be received beginning October 15 - October 30, 2020.

This Bacteria total maximum daily load (TMDL) Action Plan for Sugarland Run documents how the Town of Herndon intends to meet the "Local TMDL Special Condition" in Part II B of the General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s). The Town of Herndon's most recent MS4 permit (VAR040060) issued by the Virginia Department of Environmental Quality (DEQ) became effective.

The public comment period provides an opportunity for citizens to review, comment on, and express any concerns about the plan. Members of the community are encouraged to review the plan online and ask town staff questions for additional information if needed. A summary of comments received will be included in the plan as well as any revisions made to the Action Plan as a result of public participation.

The town invites comments through October 30, 2020 by email: publicworks@herndon-va.gov or by mail: Department of Public Works, Attn: TMDL Action Plan, 777 Lynn Street, Herndon, VA 20170.

Town of Herndon Government

October 19 ·

We want your input! The town has a draft plan to use best practices in reducing bacteria pollution from Sugarland Run, and is taking comments through October 30: https://www.herndon-va.gov/departments/stormwater-management

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Appendix A

Cooperative Agreement with Fairfax County

COOPERATIVE AGREEMENT BETWEEN THE FAIRFAX COU7.NTY BOARD OF SUPERVISORS, THE TOWN OF VIENNA, and TOWN OF HERNDON TO SHARE CERTAIN STORMWATER SERVICE DISTRICT FEES AND RESPONSIBILITY FOR RELATED SERVICES

This Agreement ("Agreement") is entered into on this 8TH day of MARCH, 2017, by and between the BOARD OF SUPERVISORS OF FAIRFAX COUNTY, VIRGINIA ("FAIRFAX"), the TOWN COUNCIL OF VIENNA, VIRGINIA ("VIENNA"), and the TOWN COUNCIL OF HERNDON, VIRGINIA ("HERNDON") (referenced collectively as the "Parties" or "the Governing Bodies", and individually as the "Party").

WITNESSETH:

WHEREAS the Towns of Vienna and Herndon (also referenced herein as "the Towns") are located within Fairfax County (also referenced herein as "the County"); and

WHEREAS Fairfax County, the Town of Vienna, and the Town of Herndon each maintain, operate, and improve stormwater systems that affect one another; and

WHEREAS Fairfax County and the Towns are each subject to a Municipal Separate Storm Sewer System ("MS4") permit issued by the Virginia Department of Environmental Quality ("DEQ"); and

WHEREAS FAIRFAX has cooperated with VIENNA and HERNDON to maintain, operate, and improve their respective stormwater systems and wish to continue such cooperation in the future in the best interests of their residents; and

WHEREAS pursuant to Va. Code Ann. § 15.2-2400 (2012), FAIRFAX has established a Stormwater Service District ("Service District"), and is authorized, pursuant to Va. Code Ann. § 15.2403(6) (Supp. 2016) to levy and collect an annual fee upon any property located within such Service District ("the Service District Fee"); and

WHEREAS the Towns of Vienna and Herndon are located within Fairfax County's Service District; and

WHEREAS, pursuant to Va. Code Ann. § 15.2-2403(6), Fairfax County collects revenues from properties located within the Towns of Vienna and Herndon; and

WHEREAS, pursuant to Va. Code Ann. § 15.2-2403.3 (Supp. 2016), by virtue of the Towns' maintenance of separate MS4 permits and their location within the Service District, the Towns are entitled to the Service District Fee revenues collected by Fairfax County within their respective jurisdictions; and

WHEREAS, the actual amount of revenues collected from the Service District Fee will vary from year to year; and

WHEREAS, each MS4 permit, among other things, assigns jurisdiction-specific, pollutant load reduction requirements for nitrogen, phosphorus, and sediment to address the Chesapeake Bay Total Maximum Daily Load (referred to herein as "TMDL"), and requires each MS4-permit jurisdiction to develop a Chesapeake Bay TMDL Action Plan that identifies the practices, means, and methods that are to be implemented by the permittee to achieve the required pollutant reductions; and

WHEREAS, the Commonwealth's Chesapeake Bay TMDL Watershed Implementation Plan (referred to herein as "the WIP") establishes the total pollutant reduction loads required to achieve the Chesapeake Bay TMDL and the timeframe for MS4-permit jurisdictions to achieve their assigned pollutant reductions; and

WHEREAS, each MS4 permit also requires the development of action plans for other pollutants where a TMDL assigns a wasteload allocation ("WLA") to the permittee; and

WHEREAS, pursuant to their respective MS4 permits, the Towns submitted their initial Chesapeake Bay TMDL Action Plans to DEQ prior to the deadline of October 1, 2015 while the County's initial Chesapeake Bay TMDL Action Plan will be submitted to DEQ prior to the deadline of April 1, 2017. Action plans for other TMDLs are submitted in accordance with the schedule contained in each MS4 permit; and

WHEREAS, while each MS4-permit jurisdiction is ultimately responsible for compliance with its MS4 permit, MS4 permits allow and encourage cooperation and coordination among permit holders, and such cooperation and coordination can mutually benefit MS4-permit jurisdictions through more effective and cost-efficient protection of water resources in each jurisdiction; and

WHEREAS, the purpose this Agreement, in part, is for the Parties to work cooperatively to satisfy the pollutant load reduction requirements of their current and future MS4 permits by implementing stormwater management practices within the Parties' jurisdiction that reduce the discharge of pollutants; and

WHEREAS, FAIRFAX, VIENNA, or HERNDON may terminate this Agreement as set forth by the terms herein if, pursuant to applicable law, either locality chooses not to participate under this Agreement or chooses not to share the Stormwater Service District Fees; and

WHEREAS FAIRFAX, VIENNA, and HERNDON have determined and agreed that the best interests of each locality's residents are fulfilled if FAIRFAX utilizes a portion of the Service District Fees collected by FAIRFAX from properties within the Towns to assist the Towns in maintaining, operating, and improving their respective stormwater systems to achieve the goals of effective regional water quality improvement and local initiatives in these localities and to satisfy certain MS4 permit requirements;

NOW, THEREFORE, in consideration of the mutual obligations set forth herein and other good and valuable consideration, so long as FAIRFAX continues to administer the Service District in FAIRFAX that encompasses VIENNA and HERNDON, and so long as VIENNA and HERNDON qualify to receive the Service District Fees collected by FAIRFAX from properties within the Towns, FAIRFAX, VIENNA, and HERNDON agree as follows:

1. FAIRFAX will continue to engage in a coordinated approach with VIENNA, and HERNDON to maintain and operate their respective stormwater systems throughout the incorporated and unincorporated parts of FAIRFAX. Moreover, FAIRFAX, VIENNA, and HERNDON will engage in a coordinated approach for future improvements to their respective stormwater systems.

2. This Agreement's duration shall be for one fiscal year and shall renew at the beginning of each fiscal year thereafter unless terminated pursuant to the terms set forth herein below. For the purposes of this Agreement, "fiscal year" shall mean Fairfax County's fiscal year, which, at the time of the execution of this agreement, ends on June 30.

3. This Agreement's purpose is to set forth how the Parties shall share revenues to be collected pursuant to the Service District Fee, including revenues collected from properties within VIENNA and HERNDON, and the respective obligations of the Parties with respect to the stormwater management services described herein.

STORMWATER FEE REVENUE SHARING

4. FAIRFAX shall collect all revenues to be collected pursuant to the Service District Fee, including revenues collected from properties within the Towns.

5. Revenues actually collected throughout the Service District are referred to herein as "STORMWATER FEE REVENUES."

6. At the end of each fiscal year, FAIRFAX shall calculate separately the total amount of stormwater fee revenues that were actually collected from properties within VIENNA and HERNDON from the amount of stormwater fee revenues collected elsewhere in FAIRFAX (the "VIENNA STORMWATER FEE" and "HERNDON STORMWATER FEE").

7. On or before October 30th of each fiscal year, FAIRFAX shall estimate the anticipated VIENNA STORMWATER FEE and HERNDON STORMWATER FEE for that year, and shall pay to VIENNA and HERNDON an amount equal to twenty-five percent (25%) of the estimated VIENNA STORMWATER FEE and HERNDON STORMWATER FEE, respectively, for that fiscal year, rounded to the nearest penny (the "PAID VIENNA REVENUES" and "PAID HERNDON REVENUES").

8. The Parties acknowledge and agree that PAID VIENNA REVENUES and/or PAID HERNDON REVENUES may be more or less than the amount that is actually due and owing to either or both of the Towns, and which amount is calculated at the end of each fiscal year.

9. If the PAID VIENNA REVENUES for a particular fiscal year are determined to have been less than 25% of the actual VIENNA STORMWATER FEE actually collected for that fiscal year, then FAIRFAX shall pay VIENNA the difference between the PAID VIENNA REVENUES and 25% of the VIENNA STORMWATER FEE actually collected for that fiscal year. FAIRFAX shall pay this difference at the same time as it pays the next fiscal year's PAID VIENNA REVENUES.

10. If the PAID HERNDON REVENUES for a particular fiscal year are determined to have been less than 25% of the actual stormwater fee actually collected for that fiscal year in HERNDON, then FAIRFAX shall pay HERNDON the difference between the PAID

HERNDON REVENUES and 25% of the HERNDON STORMWATER FEE actually collected for that fiscal year in HERNDON. FAIRFAX shall pay this difference at the same time as it pays the next fiscal year's PAID HERNDON REVENUES.

11. If the PAID VIENNA REVENUES for a particular fiscal year are determined to have been more than 25% of the actual VIENNA STORMWATER FEE actually collected for that fiscal year, then FAIRFAX shall deduct the difference between the PAID VIENNA REVENUES and 25% of the VIENNA STORMWATER FEE actually collected for that fiscal year from the amount that FAIRFAX pays for the next fiscal year's PAID VIENNA REVENUES.

12. If the PAID HERNDON REVENUES for a particular fiscal year are determined to have been more than 25% of the actual HERNDON STORMWATER FEE actually collected for that fiscal year, then FAIRFAX shall deduct the difference between the PAID HERNDON REVENUES and 25% of the HERNDON STORMWATER FEE actually collected for that fiscal year from the amount that FAIRFAX pays for the next fiscal year's PAID HERNDON REVENUES.

13. Once FAIRFAX has determined the amount of the actual VIENNA STORMWATER FEE and HERNDON STORMWATER FEE, which shall occur within 90 days of the fiscal year end, FAIRFAX shall forward the respective amounts to the Towns' Mayors in writing ("FINAL ACCOUNTING"). If VIENNA and/or HERNDON disputes the amount of the FINAL ACCOUNTING, then within 30 days of the Mayors' receipt of this FINAL ACCOUNTING, VIENNA and/or HERNDON, shall state the complete factual basis for any such dispute in writing to the Fairfax County Executive, and the Parties shall endeavor in good faith to resolve any such dispute. Upon the resolution of any such dispute, or if VIENNA and/or

HERNDON fails to dispute the amount of the FINAL ACCOUNTING within 30 days of either Mayor's receipt thereof, then VIENNA and/or HERNDON shall be deemed to have accepted payment of the respective fiscal year's PAID VIENNA REVENUES or PAID HERNDON REVENUES, which shall result in the waiver of any right to request from FAIRFAX any additional amount of the collected STORMWATER FEE REVENUES. VIENNA's and/or HERNDON's waiver of any such balance, however, is conditioned upon FAIRFAX's obligations to VIENNA and/or HERNDON pursuant to this Agreement.

14. Pursuant to Va. Code Ann. § 15.2-2403.3 VIENNA and HERNDON shall expend the PAID VIENNA REVENUES and PAID HERNDON REVENUES, respectively, only for costs directly related to the Towns' stormwater systems and not for non-stormwater-system costs, such as public safety, schools, or road maintenance.

15. Under this Agreement, neither VIENNA nor HERNDON is required to expend any of the paid revenues within any specific amount of time. This Agreement does not affect any other authority that VIENNA or HERNDON might have to carry over revenues from year-to-year or to expend revenues in one fiscal year when the revenues were collected in a previous fiscal year.

16. If, at any time in the future, either VIENNA or HERNDON becomes unincorporated or ceases to qualify to receive paid revenues for any reason or terminates its stormwater program or ceases to maintain its stormwater systems, none of the previously paid revenues shall be expended for anything other than the maintenance, operation, and improvement of such Town's stormwater systems. If any such amounts are returned to FAIRFAX they may be used for other qualified uses in the Service District as FAIRFAX, or its designee, in its or his sole discretion, deems appropriate.

TMDL COMPLIANCE AND THE TMDL ADVISORY COMMITTEE

17. Fairfax, Vienna, and Herndon agree that Fairfax will implement stormwater management practices throughout the County and in the Towns sufficient to achieve the TMDL pollutant load reduction requirements that are incorporated into each Party's respective current and future MS4 permit.

18. A TMDL Compliance Advisory Committee (hereinafter referred to as the "Advisory Committee") shall be established and shall be comprised of one or more representatives from each governing body.

19. Regardless of the number of representatives appointed by each governing body, each locality will have one vote on the Advisory Committee.

20. The Advisory Committee shall:

a. establish, pursuant to each Party's respective MS4 permit, the nitrogen, phosphorus, and sediment (referred to as "pollutants of concern" or "POCs") load reductions necessary for each individual Party to achieve full compliance with the Chesapeake Bay TMDL and the WIP (referred to herein as "the Chesapeake Bay TMDL Endpoint").

b. establish the "TOTAL POLLUTANT REDUCTION," which is the total amount of each POC that the Parties must reduce in order to reach the Chesapeake Bay TMDL Endpoint.

c. establish the percentage of the TOTAL POLLUTANT REDUCTION for which each locality is responsible. That percentage assigned to each Party shall hereinafter be referred to, respectively, as the "FAIRFAX PERCENTAGE," "VIENNA PERCENTAGE," and "HERNDON PERCENTAGE."

d. as determined by the Advisory Committee, the FAIRFAX PERCENTAGE, VIENNA PERCENTAGE, and the HERNDON PERCENTAGE may be established for each POC, an average of POCs, or by another mutually agreed upon methodology that will allocate pollutant reduction credits for projects completed under this Agreement as provided for in paragraph 27 below, in a manner necessary to meet the Chesapeake Bay TMDL Endpoint.

e. establish a watershed-specific FAIRFAX PERCENTAGE, VIENNA PERCENTAGE, and HERNDON PERCENTAGE to allocate pollutant reduction credits for projects implemented within a watershed to meet a non-Chesapeake Bay TMDL Endpoint.

21. VIENNA and HERNDON may at any time provide FAIRFAX with a list of stormwater management projects to be considered for implementation. Before submitting any such project, the submitting Town must thoroughly investigate and analyze each project to ensure that any such project is feasible. Any project submitted before June 30 of each year will be considered by FAIRFAX for implementation during the following fiscal year. If a project is not implemented, it will continue to be considered for implementation in subsequent fiscal years until such time that the project is determined to be infeasible. Selection of projects for implementation and determination of final feasibility are at the sole discretion of the Director of the Fairfax County Department of Public Works and Environmental Services ("Director").

22. By April 1 of each year, the Director will send to the Towns of VIENNA and HERNDON and/or their designees a proposed list of projects within their jurisdiction.

23. Within 30 days after each Mayors' receipt of this list, the Towns shall provide comments and suggestions regarding each project, its timing, and its costs for implementation,

lifetime maintenance, and replacement. If the Towns provide any comments or suggestions, the Director shall fully consider any such comments, and may, but shall not be obligated to implement or adhere to them. In the event that a dispute exists regarding implementation of any project on the list sent by the Director, the Director and the disputing Town shall endeavor in good faith to resolve any such dispute, but final authority for the implementation of any such projects rests solely with Fairfax County and the Director.

24. FAIRFAX will pay for the development of the updated Chesapeake Bay TMDL Action Plan for each Town that is due at the beginning of each new MS4 permit cycle. Each Town will be responsible for routine annual updates as required in the MS4 permits. FAIRFAX will also pay for the initial development of other TMDL action plans necessary for compliance with each Town's MS4 permit and any substantial updates to these action plans required in future permit cycles. The action plans will include all information necessary to demonstrate compliance with MS4 permit requirements. Changes or additions to projects identified in the action plans will be reported to each Town annually in accordance with paragraph 31.

25. FAIRFAX shall be solely responsible for implementing projects under this Agreement, excluding the acquisition of any permanent or temporary land rights necessary to construct and maintain a project located within a Town. The Parties may, as necessary, have agreements that are separate from this Agreement that address the Parties' responsibilities over specific projects, facilities, and other funding.

26. A project is subject to this Agreement if it is funded in whole or in part by the Service District Fee and substantially completed on or after July 1, 2009.

27. For each project substantially completed under this Agreement on or after July 1, 2009, whether the project or facility is located within VIENNA, HERNDON, or elsewhere

within Fairfax County, the Parties will receive a pollutant reduction credit for each POC. The reduction credit is determined by applying the VIENNA PERCENTAGE and the HERNDON PERCENTAGE to the estimated total POC load reductions for each project that is substantially completed pursuant to this Agreement (the "VIENNA CREDIT," "HERNDON CREDIT," "FAIRFAX CREDIT," and collectively "REDUCTION CREDITS"). For completed projects and facilities, the REDUCTION CREDITS shall survive any termination of this Agreement unless otherwise agreed to by the Parties or in the event that a constructed facility or improvement is not maintained in accordance with paragraph 28 of this Agreement.

28. The Party in whose jurisdiction any stormwater management facility or improvement is constructed under this Agreement shall ensure that the long-term maintenance of such facility or improvement is performed as necessary to maintain the functionality and performance thereof. Each party shall ensure long-term maintenance in accordance with Va. Code Ann. § 62.1-44.15.15:27(E)(2) and 9 Va. Admin. Code §§ 25-870-58 and 112. In the event that a Party's failure to maintain a project completed under this Agreement results in a decrease in the amount of POCs removed therefrom, as determined by DEQ, then that Party shall, at its sole cost, maintain or improve the facility to restore the facility to its original functionality.

29. In the event that a Party is unable to meet its load reduction requirement for a specific reporting period, and another Party has exceeded its load reduction requirement, the Director may, with written notification to the Parties, transfer credit from shared credit projects among Parties in a manner to ensure that each Party is able to meet its load reduction requirement. Any such transfer shall be temporary and last only as long as it is needed to address the immediate shortfall. Further, no transfer will occur or stay in force that would result in a donating Party being in non-compliance with an MS4 permit condition.

30. Any Party that completes a stormwater management project from funds not generated by or transferred through Fairfax County shall be entitled to claim all resulting load reduction credits for purposes of satisfying its MS4 permit requirements.

31. FAIRFAX will prepare an annual report that details the activities performed under this Agreement. The report will provide sufficient detail so that each locality may use it to meet their respective MS4 permit reporting obligations to DEQ. Fairfax will provide the report annually no later than one month before the date the annual report is due to DEQ.

STAFF TRAINING

32. Without any additional invitation or payment, VIENNA's and/or HERNDON's staff may attend MS4 permit-related training programs that are conducted or hosted by FAIRFAX. FAIRFAX will provide VIENNA and HERNDON with at least one-month's advance notice of such training opportunities.

TERMINATION

33. Any Party may terminate this Agreement by resolution of that Party's governing body. Any such resolution shall be at a public meeting with notice in writing to the non-terminating Parties. Notice shall be made at least three weeks in advance of any such meeting to the Mayor(s) or, as applicable, the County Executive, of Fairfax County. After adoption of any such resolution, the terminating Party shall notify the remaining Parties. The termination shall be effective no earlier than the end of the fiscal year in which the governing body's vote for the resolution for the termination occurs.

34. If this Agreement is terminated by any party other than FAIRFAX, the Agreement shall remain in force as to the remaining parties. The terminating Town shall have responsibility to maintain and replace, as necessary, any facility constructed under this Agreement that is

located within its boundaries and shall assume all liability for such facility. Unless otherwise agreed to by the Parties, neither Town shall have any liability or responsibility for any facility that is located outside of its jurisdictional boundaries and was developed and implemented under this Agreement.

ADDITIONAL PROVISIONS

35. This Agreement is integrated and contains all provisions of the Agreement between the Parties.

36. In the event of a conflict between any term(s) of this Agreement and either of the Parties' MS4 permits or other permit requirements, either Party's respective permit provision(s), shall control.

37. Any provision or term of this Agreement may be modified only by a writing that is approved by resolution at a public meeting of each of the localities' respective governing bodies.

38. This Agreement shall be binding on the Parties' respective agencies, employees, agents, and successors-in-interests.

39. This Agreement shall not be assigned by either of the Parties unless both of the Parties agree to such an assignment in writing.

40. Nothing in this Agreement otherwise limits the respective regulatory and police powers of the Parties.

41. The Parties agree that nothing in this Agreement creates a third-party beneficiary. The Parties also agree that this Agreement does not confer any standing or right to sue or to enforce any provision of this Agreement or any other right or benefit to any person who is not a

party to this Agreement, including but not limited to a citizen, resident, private entity, or local, state, or federal governmental or public body.

42. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one in the same Agreement.

43. This Agreement shall be governed by Virginia law, and any litigation relating to this Agreement shall be brought and/or maintained only in the Circuit Court of Fairfax County, Virginia.

IN WITNESS WHEREOF, the Parties have executed this Agreement, as verified by their signatures below.

[Signatures appear on the following pages.]

TOWN OF HERNDON

By: _____
(Name and Title)
Lisa C. Merkel
Mayor

STATE OF VIRGINIA :
: to-wit
COUNTY OF FAIRFAX :

The foregoing Agreement was acknowledged before me by Lisa C. Merkel of the Town of HERNDON, this 2nd day of March 2017 on behalf of the Town of HERNDON.

Cynthia M. Yurewicz
Notary Public

My commission expires: 11/30/2018
Notary Registration Number: 325308

CYNTHIA M. YUREWICZ
NOTARY PUBLIC
REGISTRATION # 326308
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES
NOVEMBER 30, 2018

APPROVED AS TO FORM:

Lesa J. Yeatts
Town Attorney

BOARD OF SUPERVISORS OF
FAIRFAX COUNTY, VIRGINIA

By: Edward L Long Jr.
Edward L. Long Jr.
County Executive
Fairfax County, Virginia

STATE OF VIRGINIA :
: to-wit
COUNTY OF FAIRFAX :

The foregoing Agreement was acknowledged before me by Edward L. Long Jr., ~~of the~~ County Executive, on behalf of the Board of Supervisors of Fairfax County, Virginia this 9th day of March ~~2016~~. 2017

SUSAN STANNERS ROBINSON
Registration # 7646782
My Commission Expires
March 31, 2019

Susan Stanners Robinson
Notary Public

My commission expires: March 31, 2019
Notary Registration Number: 7642019

Approved as to form: _____
Office of the County Attorney
Fairfax, Virginia

Appendix B

Pet Waste Stations Map

Town of Herndon, Virginia, Dog Waste Station Map

Location	#	Qty	West (-)	North (+)
TOWN OF HERNDON STATIONS				
Bready Park - Tennis bubble parking lot	1	1	77 23.592	38 58.463
Bready Park - Trail entrance	2	1	77 23.445	38 58.432
Bready Park - Community Center side	3			
Haley Smith Park - Parking lot	4	1	77 23.185	38 57.497
Runnymeade Park - Parking lot	5	1	77 22.145	38 58.368
Alabama Park - Entrance	6	1	77 24.038	38 58.060
Trailside Park - Parking lot and trail	7	1	77 23.909	38 58.742
Trailside Park - Herndon Parkway trail	8	1	77 23.864	38 58.678
Cuttermill Park - Trail entrance	9	1	77 24.281	38 58.688
Bruin Park - Trail entrance	10	1	77 23.219	38 57.912
Harding Park -Entrance	11	1	77 22.844	38 58.260
Spring Street Park - Trail	12	1	77 23.023	38 57.832
Stanton Park - Entrance	13	1	77 23.190	38 58.779
Across from HMC by gas house	14			
Sugarland Run Trail - Police station side	15	1	77 22.344	38 57.641
Sugarland Run Trail - Elden street side	16	1	77 22.297	38 58.004
Folly Lick Branch Trail - end	17	1	77 23.028	38 59.299
Folly Lick Branch Trail - End of Young Ave	18	1	77 23.218	38 59.0708
Folly Lick Branch Trail- Herndon Parkway	19	1	77 23.254	38 58.928
Herndon Parkway Rain Garden	20			
Total Town		17		
STATIONS MAINTAINED BY OTHER ENTITIES				
Chandon Park	1	1	77 23.953	38 57.577
Chandon Park	2	1	77 23.952	38 57.576
Chandon Park	3	1	77 23.925	38 57.585
Chandon Park	4	1	77 23.905	38 57.588
Chandon Park	5	1	77 23.939	38 57.563
Chandon Park	6	1	77 23.913	38 57.567
Chandon Park	7	1	77 23.928	38 57.575
Jefferson Mews	8	1	77 23.416	38 57.956
Lifestyle Condos	9	1	77 23.477	38 57.998
Jefferson Mews	10	1	77 23.536	38 57.823
Jefferson Mews	11	1	77 23.537	38 57.966
Lifestyle Condos	12	1	77 23.421	38 57.974
Jefferson Mews	13	1	77 23.460	38 57.961
Jefferson Mews	14	1	77 23.409	38 57.921
Townes of Herndon	15	1	77 23.284	38 58.027
Townes of Herndon	16	1	77 23.199	38 57.941
Townes of Herndon	17	1	77 23.281	38 57.918
Fortnightly Square	18	1	77 23.274	38 58.321
W & OD Trail	19	1	77 23.304	38 58.336
W & OD Trail	20	1	77 23.568	38 58.533
Village at Herndon Mills	21	1	77 22.381	38 58.114
Village at Herndon Mills	22	1	77 22.355	38 58.212
Crestview Townhouses	23	1	77 22.304	38 58.128
Crestview Townhouses	24	1	77 22.284	38 58.233
Crestview Townhouses	25	1	77 22.242	38 58.256
Crestview Townhouses	26	1	77 22.361	38 58.242
Crestview Townhouses	27	1	77 22.329	38 58.225
Stuart Woods	28	1	77 22.134	38 58.246
Stuart Woods	29	1	77 22.108	38 58.137
Stuart Woods	30	1	77 22.159	38 58.100
Stuart Woods	31	1	77 21.913	38 58.145
Stuart Woods	32	1	77 22.063	38 58.066
Total Private		32		
TOTAL		**49**		

Town should replinish bags

1 Town Dog Waste Station and Number

1 Private Dog Waste Station and Number

This map was prepared by the Town of Herndon GIS 6/08/2011

PDF versions of this map may not print to indicated scale.

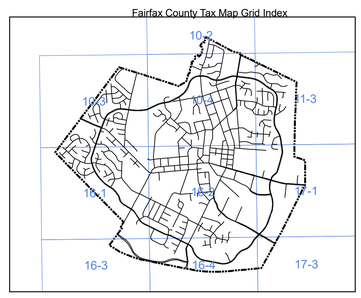
Please contact the appropriate Town department for source information for the features represented on this map.

For reference purposes only.

Sources:

- Attributes:
- Basemap: Fairfax County GIS
- Water Utilities: Town of Herndon

Fairfax County Tax Map Grid Index



1 inch = 493 feet

500 250 0 500 1,000 1,500 Feet

G:\public works\Engineering\Maps-Details-Forms-Photos\Dog Waste Map