

University of Virginia
Municipal Separate Storm Sewer System (MS4) Program Plan
VAR040073
2023-2028



General Program Plan Information

The MS4 Program Plan is a planning document to aid UVA staff in management of UVA's MS4 program. Revisions to the anticipated BMPs described in this MS4 Program Plan are expected throughout the life of this permit as part of the iterative process to reduce pollutant loading and protect water quality to the maximum extent practical. Each MCM will be reviewed and evaluated annually for effectiveness to determine whether or not changes to the MS4 Program Plan are necessary. Revisions required as a result of the iterative process or through evaluation of program effectiveness will be noted during the annual reporting process and appropriate updates will be made to the MS4 Program Plan. Internal documents, policies, and SOPs referenced in the Program Plan are intended to provide guidance and UVA reserves the right to change these documents at any time and in any manner. The MS4 General Permit requires these documents to be in place and the presence of the documents, not the details of their content, are the enforceable requirement of the permit.

Revisions to the MS4 Program Plan or referenced documents will be made within 60 days upon discovery of the need for a change unless otherwise specified in the permit language. All BMPs and strategies are being implemented with consideration for the Chesapeake Bay and Local TMDLs and to support developing action plans to address such TMDLs in accordance with MS4 regulatory requirements. The Chesapeake Bay Program Plan and associated annual reports are maintained separately from this document and the associated annual reports.

Unless otherwise stated, all requirements of Part III DEQ BMP Warehouse Reporting are being followed as described in the general permit. Unless otherwise stated, no monitoring data is collected for the MS4 program.

Any documents noted as available upon request may be requested by emailing storm-water@virginia.edu.

Acronyms Applicable Throughout Document

A - UVA Athletics Department
AS&S - Annual Standards and Specifications
BMP - Best Management Practice
E&SC - Erosion and Sediment Control
EHS - UVA Office of Environmental Health and Safety
ER - UVA Environmental Resources
FM - UVA Facilities Management
IDDE - Illicit Discharge Detection and Elimination
OUBO - UVA Office of the University Building Official
PD - UVA Police Department
RSEP - Rivanna Stormwater Education Partnership
SOP - Standard Operating Procedure
SWM - Stormwater Management

Minimum Control Measure 1: Public Education and Outreach *only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited			
BMPs or Strategies Anticipated to be Implemented To Demonstrate Compliance with the Permit Conditions	Measurable Goal	All Standard Operating Procedures or Policies Necessary to Implement the BMP and Any Documents Incorporated by Reference	RESPONSIBLE DEPARTMENTS
1. a.: The permittee shall implement a public education and outreach program designed to: (1) Increase the public's knowledge of how to reduce stormwater pollution, placing priority on reducing impacts to impaired waters and other local water pollution concerns; (2) Increase the public's knowledge of hazards associated with illegal discharges and improper disposal of waste, including pertinent legal implications; and (3) Implement a diverse program with strategies that are targeted toward individuals or groups most likely to have significant stormwater impacts.			
The Rivanna Stormwater Education Partnership (RSEP) was founded in 2003 to provide a regional approach to educating the public about stormwater pollution prevention and stormwater management. UVA will continue to participate in RSEP. Cost and resource sharing allows RSEP members to participate in a more effective and robust approach to public outreach and education. RSEP has developed a Public Outreach and Education Plan which includes all required items listed in 1.f. The Plan will be updated during the permit cycle as needed to respond to newly identified issues or strategies or if changes are deemed necessary to improve effectiveness.	RSEP will meet at least 6 times per year and maintain a website with information about stormwater pollution prevention and management. RSEP will continue to provide general education to the public on the listed topics as described in the RSEP Outreach and Education Plan.	RSEP website: http://rivanna-stormwater.org . RSEP's Outreach and Education Plan with UVA specific addendum https://pollutionprevention.virginia.edu/stormwater-mgmt/education-outreach/	ER, FM, RSEP
1. b.: The permittee shall identify no fewer than three high-priority stormwater issues to meet the goal of educating the public in accordance with Part I E 1 a. High-priority issues may include the following examples: Chesapeake Bay nutrients, pet wastes, local receiving water impairments, TMDLs, high-quality receiving waters, litter control, BMP maintenance, anti-icing and deicing agent application, planned green infrastructure redevelopment, planned ecosystem restoration projects, and illicit discharges from commercial sites.			
Three high priority stormwater issues that are of greatest concern to the local community were identified as part of the RSEP Outreach and Education Plan development. These issues are: runoff volume reductions, potential runoff pollutants, and TMDL impairments as the three high priority stormwater issues. The rationale for choosing these issues is described within the RSEP Outreach and Education Plan. In addition to participation in RSEP campaigns, UVA plans to undertake efforts to specifically target the University student population.	Number of stormwater education and outreach campaigns undertaken annually which target the identified high priority water quality issues. Campaigns will be tracked and included as Appendix A for the MS4 annual report for the appropriate year.	Same documentation as described in 1.a.	ER, FM, RSEP
1. c.: The high-priority public education and outreach program, as a whole, shall: (1) Clearly identify the high-priority stormwater issues; (2) Explain the importance of the high-priority stormwater issues; (3) Include measures or actions the public can take to minimize the impact of the high-priority stormwater issues; and (4) Provide a contact and telephone number, website, or location where the public can find out more information.			
The RSEP Outreach and Education Plan, as described in 1.a., includes the specific information requested in 1.c (1)-(4) to ensure the program meets the stated requirements.	Number of educational efforts undertaken annually.	Same documentation as described in 1.a.	ER, FM, RSEP
1. d.: The permittee shall use two or more of the strategies listed in Table 1 per year to communicate to the target audience the high-priority stormwater issues identified in accordance with Part I E 1 b, including how to reduce stormwater pollution. Table 1 strategies, which are provided as examples and are not meant to be all inclusive or limiting, include traditional written materials, alternative materials, signage, media materials, speaking engagements, curriculum materials, training materials, public education activities, and public meetings.			
RSEP's Outreach and Education Plan provides specifics on planned strategies to be used.	Utilize two or more strategies annually to communicate high priority stormwater issues either through RSEP or at UVA individually.	Same documentation as described in 1.a.	ER, FM, RSEP
1. e.: The permittee may coordinate its public education and outreach efforts with other MS4 permittees; however, each permittee shall be individually responsible for meeting all of its state permit requirements.			

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UVA partners with other RSEP members, including Albemarle County and the City of Charlottesville, on its public education and outreach strategy. However, each permittee reports compliance with the permit requirements individually in their annual report. In addition, UVA may undertake additional public outreach and education measures beyond those planned with RSEP.	Compliance with state permit requirements.	Same documentation as described in 1.a.	ER, FM, RSEP
1. f.: The MS4 program plan shall include: (1) A list of the high-priority stormwater issues the permittee will communicate to the public as part of the public education and outreach program; (2) The rationale for selection of each high-priority stormwater issue and an explanation of how each education or outreach strategy is intended to have a positive impact on stormwater discharges; (3) Identification of the target audience to receive each high-priority stormwater message; (4) Nontraditional permittees may identify staff, students, members of the general public, and other users of facilities operated by the permittee as the target audience for education and outreach strategies; (6) Staff training required in accordance with Part I E 6 d does not qualify as a strategy for public education and outreach; (7) The strategies from Table 1 of Part I E 1 d to be used to communicate each high-priority stormwater message; and (8) The anticipated time periods the messages will be communicated or made available to the public.			
See descriptions above for details on required program plan components.			

Minimum Control Measure 2: Public Involvement and Participation <i>*only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited</i>			
BMPs or Strategies Anticipated to be Implemented To Demonstrate Compliance with the Permit Conditions	Measurable Goal	All Standard Operating Procedures or Policies Necessary to Implement the BMP and Any Documents Incorporated by Reference	RESPONSIBLE DEPARTMENTS
2. a.: The permittee shall develop and implement procedures for the following: (1) The public to report potential illicit discharges, improper disposal, or spills to the MS4, complaints regarding land disturbing activities, or other potential stormwater pollution concerns; (2) The public to provide comments on the permittee's MS4 program plan; (3) Responding to public comments received on the MS4 program plan; and (4) Maintaining documentation of public comments received on the MS4 program and associated MS4 program plan and the permittee's response.			
The public can report potential illicit discharges, spills or other concerns via the RSEP or UVA website. The public can provide input about UVA's MS4 program and program plan via the UVA website. UVA has developed procedures to receive, respond to, and maintain documentation of public comments and the associated response. Input received about the MS4 program will be provided with the appropriate annual report. Reported spills and illicit discharges will be tracked as described in 3.c.	The public can easily find reporting information on UVA's MS4 program, illicit discharges or spills on the UVA website. The public can also easily report illicit discharge or spill information via the RSEP website. Both websites are regularly maintained.	UVA website: https://pollutionprevention.virginia.edu/stormwater-mgmt/ RSEP website: http://rivanna-stormwater.org	ER, FM, RSEP
2. b.: No later than three months after this permit's effective date, the existing permittee shall update and maintain the webpage dedicated to the MS4 program and stormwater pollution prevention. The following information shall be posted on this webpage: (1) The effective MS4 permit and coverage letter; (2) The most current MS4 program plan or location where the MS4 program plan can be obtained; (3) The annual report for each year of the term covered by this permit no later than 30 days after submittal to the department; (4) For permittees whose regulated MS4 is located partially or entirely in the Chesapeake Bay watershed, the most current Chesapeake Bay TMDL action plan or location where the Chesapeake Bay TMDL action plan can be obtained; (5) For permittees whose regulated MS4 is located partially or entirely in the Chesapeake Bay watershed, the Chesapeake Bay TMDL implementation annual status reports for each year of the term covered by this permit no later than 30 days after submittal to the department; (6) A mechanism for the public to report potential illicit discharges, improper disposal, or spills to the MS4, complaints regarding land disturbing activities, or other potential stormwater pollution concerns in accordance with Part I E 2 a (1); (7) Methods for how the public can provide comments on the permittee's MS4 program plan in accordance with Part I E 2 a (2) and if applicable, the Chesapeake Bay TMDL action plan in accordance with Part II A 13;			
All required MS4 permit related documentation and information described in 2.b. is available on the UVA stormwater website.	Copies of the required plans and annual reports are kept up-to-date and are readily available to the public on the websites listed. Any documents will be posted within 30 days of submittal or completion. The public can easily find reporting information on UVA's MS4 program, illicit discharges or spills on the UVA website.	Related documents: https://pollutionprevention.virginia.edu/stormwater-mgmt/MS4-permit/ Submit reports or comments: https://pollutionprevention.virginia.edu/stormwater-mgmt/	ER, FM
2. d.: Nontraditional permittees shall implement, promote, participate in, or coordinate on no fewer than four activities per year from two or more of the categories listed in Table 2 to provide an opportunity for public involvement to improve water quality and support local restoration and clean-up projects. Table 2 activities, which are provided as examples and are not meant to be all inclusive or limiting, include monitoring, restoration, public education activities, public meetings, disposal or collection events, and pollution prevention.			
UVA is a nontraditional permittee and will complete the requirements described in 2. d. RSEP's Outreach and Education Plan provides specifics on planned strategies to be used.	Implement, promote, participate in, or coordinate on no fewer than four activities per year either through RSEP or at UVA individually.	Same documentation as described in 1.a.(1)-(3).	ER, FM, RSEP
2. e.: The permittee may coordinate the public involvement opportunities listed in Table 2 with other MS4 permittees; however, each permittee shall be individually responsible for meeting all of the permit requirements.			
UVA partners with other RSEP members, including Albemarle County and the City of Charlottesville, on its public involvement and participation efforts as previously described in 1. a. However, each permittee reports compliance with the permit requirements individually in their annual report. In addition, UVA may undertake additional public involvement opportunities beyond those planned with RSEP.	Compliance with state permit requirements.	Same documentation as described in 1.a.(1)-(3).	ER, FM, RSEP
2. f.: The permittee may include staff and students in public participation events; however, the activity cannot solely include or be limited to staff participants with stormwater, groundskeeping, and maintenance duties in order for an event to qualify as a public participation event. 2. g. Staff training required in accordance with Part I E 6 d does not qualify as a public participation event unless the training activity solicits participation from target audiences beyond staff or contractors with stormwater, groundskeeping, and maintenance duties.			

Minimum Control Measure 2: Public Involvement and Participation *only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited			
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Historically UVA outreach events target students, faculty, and staff. No event that is part of staff training or that specifically targets stormwater, groundskeeping, or maintenance staff will be considered a public participation event.	Compliance with state permit requirements.	Same documentation as described in 1.a.(1)-(3).	ER, FM
2. h.: The MS4 program plan shall include: (1) The webpage address where mechanisms for the public to report (i) potential illicit discharges, improper disposal, or spills to the MS4, (ii) complaints regarding land disturbing activities, or (iii) other potential stormwater pollution concerns; (2) The webpage address that contains the methods for how the public can provide input on the permittee's MS4 program; and (3) A description of the public involvement activities to be implemented by the permittee, the anticipated time period the activities will occur, and a metric for each activity to determine if the activity is beneficial to water quality. An example of metrics may include the weight of trash collected from a stream cleanup or the number of participants in a hazardous waste collection event.			
See descriptions above for details on required program plan components.			

Minimum Control Measure 3: Illicit Discharge Detection and Elimination <i>*only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited</i>			
BMPs or Strategies Anticipated to be Implemented To Demonstrate Compliance with the Permit Conditions	Measurable Goal	All Standard Operating Procedures or Policies Necessary to Implement the BMP and Any Documents Incorporated by Reference	RESPONSIBLE DEPARTMENTS
3.a.: The permittee shall develop and maintain an accurate MS4 map and information table as follows: (1) An updated map of the MS4 owned or operated by the permittee within the MS4 regulated service area no later than 24 months after the permit effective date that includes, at a minimum: (a) MS4 outfalls discharging to surface waters, except as follows: (i) In cases where the outfall is located outside of the MS4 permittee's legal responsibility, the permittee may elect to map the known point of discharge location closest to the actual outfall; and (ii) In cases where the MS4 outfall discharges to receiving water channelized underground, the permittee may elect to map the point downstream at which the receiving water emerges above ground as an outfall discharge location. If there are multiple outfalls discharging to an underground channelized receiving water, the map shall identify that an outfall discharge location represents more than one outfall. This is an option a permittee may choose to use and recognizes the difficulties in accessing outfalls to underground channelized stream conveyances for purposes of mapping, screening, or monitoring; (b) A unique identifier for each mapped item required in Part I E 3; (c) The name and location of receiving waters to which the MS4 outfall or point of discharge discharges; (d) MS4 regulated service area; and (e) Stormwater management facilities owned or operated by the permittee.			
GIS technology is used to accurately map all stormwater discharge outfall locations and associated required information. All stormwater outfalls or points of discharge have been identified for annual inspection and illicit discharge tracking. Maps are updated as outfall locations change due to construction projects. The map will be maintained and updated as soon as possible after changes occur but no later than October 1 of each year for changes occurring through June 30 of that same year.	Accurate, up-to-date inventory of UVA's storm sewer system, including all outfalls and points of discharge.	A GIS map and associated information table is stored on a secure UVA site and may be made available upon request.	ER, FM
3. a. (2): The permittee shall maintain an outfall information table associated with the MS4 map that includes the following information for each outfall or point of discharge for those cases in which the permittee elects to map the known point of discharge in accordance with Part I E 3 a (1) (a). The outfall information table may be maintained as a shapefile attribute table. The outfall information table shall contain the following: (a) A unique identifier as specified on the MS4 map; (b) The latitude and longitude of the outfall or point of discharge; (c) The estimated regulated acreage draining to the outfall or point of discharge; (d) The name of the receiving water; (e) The 6th Order Hydrologic Unit Code of the receiving water; (f) An indication as to whether the receiving water is listed as impaired in the Virginia 2022 305(b)/303(d) Water Quality Assessment Integrated Report; and (g) The name of any EPA approved TMDLs for which the permittee is assigned a wasteload allocation.			
UVA will continue to utilize GIS technology to maintain an outfall information table containing all required information.	Accurate, up-to-date inventory of UVA's storm sewer system.	Same map and information table as described in 3.a.(1).	ER, FM
3. a. (3): No later than 24 months after permit issuance, the permittee shall submit to DEQ, a format file geodatabase or two shapefiles that contain at a minimum: (a) A point feature class or shapefile for outfalls with an attribute table containing outfall data elements required in accordance with Part I E 3 a (2); and (b) A polygon feature class or shapefile for the MS4 service area as required in accordance with Part I E 3 a (1) (d) with an attribute table containing the following information: (i) MS4 operator name; (ii) MS4 permit number (VAR04); and (iii) MS4 service area total acreage rounded to the nearest hundredth.			
As described in 3.a(1)-(2), UVA maintains an accurate GIS map and associated information table with information about UVA's storm sewer system and outfalls. This shape file will be shared with DEQ by the stated deadline.	Submittal of GIS shape file of UVA's MS4 map to DEQ by the specified deadline.	Same map and information table as described in 3.a.(1).	ER, FM
3. a. (4): All file geodatabase feature classes or shapefiles shall be submitted in the following data format standards: (a) Point data in NAD83 or WGS84 decimal degrees global positional system coordinates; (b) Data projected in Virginia Lambert Conformal Conic format; (c) Outfall location accuracy shall be represented in decimal degrees rounded to at least the fifth decimal place for latitude and longitude to ensure point location accuracy (e.g., 37.61741, -78.15279); and (d) Metadata that shall provide a description of each feature class or shapefile dataset, units of measure as applicable, coordinate system, and projection.			
As described in 3.a(1)-(2), UVA maintains an accurate GIS map and associated information table with information about UVA's storm sewer system and outfalls. This data will be maintained according to the standards described in the permit.	Submittal of GIS shape file of UVA's MS4 map to DEQ meeting the required specifications.	Same map and information table as described in 3.a.(1).	ER, FM
3. a. (5): No later than October 1 of each year, the permittee shall update the MS4 map and outfall information table to include any new outfalls constructed or TMDLs approved or both during the immediate preceding reporting period.			
As described in 3.a(1)-(2), UVA maintains an accurate GIS map and associated information table with information about UVA's storm sewer system, outfalls, and TMDLs. These are updated as changes are made but, at minimum, will be updated no later than October 1 annually.	Accurate, up-to-date inventory of UVA's storm sewer system, updated by the specified deadline.	Same map and information table as described in 3.a.(1).	ER, FM

Minimum Control Measure 3: Illicit Discharge Detection and Elimination *only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited			
BMPs or Strategies Anticipated to be Implemented To Demonstrate Compliance with the Permit Conditions	Measurable Goal	All Standard Operating Procedures or Policies Necessary to Implement the BMP and Any Documents Incorporated by Reference	RESPONSIBLE DEPARTMENTS
3. a. (6) The permittee shall provide written notification to any downstream adjacent MS4 of any known physical interconnection established or discovered after the effective date of this permit.			
Under previous MS4 permits, UVA provided written notification to the City of Charlottesville regarding physical interconnections to their MS4. Letters were also sent to Albemarle County and VDOT, though no physical interconnections have been identified to date. UVA will continue to maintain an up-to-date GIS map to identify any new physical interconnections that may be made in the future.	Neighboring MS4s are informed of physical interconnections with UVA.	Copies of any new notification letters will be maintained and will be available upon request.	ER, FM
3. b. The permittee shall prohibit, through ordinance, policy, standard operating procedures, or other legal mechanism, to the extent allowable under federal, state, or local law, regulations, or ordinances, unauthorized nonstormwater discharges into the MS4. Nonstormwater discharges or flows identified in 9VAC25-890-20 D 3 shall only be addressed if they are identified by the permittee as a significant contributor of pollutants discharging to the MS4. Flows that have been identified by the department as de minimis discharges are not significant sources of pollutants to surface water.			
UVA has a policy specifically stating the University will prevent University activities from polluting the environment. UVA also has developed a policy for responding to illicit discharges and several SOPs were developed to attempt to prevent illicit discharges.	Review the relevant policy and SOPs periodically to evaluate if updates are needed.	UVA's environmental policy: https://uvapolicy.virginia.edu/policy/SEC-002 UVA's SOPs: https://pollutionprevention.virginia.edu/soppp/	ER, FM
3. c. The permittee shall maintain, implement, and enforce illicit discharge detection and elimination (IDDE) written procedures designed to detect, identify, and address unauthorized nonstormwater discharges, including illegal dumping, to the MS4 to effectively eliminate the unauthorized discharge. Written procedures shall include: (1) A description of the legal authorities, policies, standard operating procedures, or other legal mechanisms available to the permittee to eliminate identified sources of ongoing illicit discharges, including procedures for using legal enforcement authorities. (2) Dry weather field screening protocols to detect, identify, and eliminate illicit discharges to the MS4. The protocol shall include: (a) A prioritized schedule of field screening activities and rationale for prioritization determined by the permittee based on such criteria as age of the infrastructure, land use, historical illegal discharges, dumping, or cross connections; (b) If the total number of MS4 outfalls is equal to or less than 50, a schedule to screen all outfalls annually; (c) If the total number of MS4 outfalls is greater than 50, a schedule to screen a minimum of 50 outfalls annually such that no more than 50% are screened in the previous 12-month period. The 50% criteria is not applicable if all outfalls have been screened in the previous three years; (d) The permittee may adopt a risk-based approach to dry weather screening identifying observation points based upon illicit discharge risks upstream of an outfall. Observation points may include points of interconnection, manholes, points of discharge, conveyances, or inlets suspected to have a high likelihood of receiving illicit discharges; (e) Each observation point screened may be counted as one outfall screening activity equivalent and counted towards the requirements of Part I E 3 c (2) (b) or (2) (c); however, at least 50% of the minimum annual screening events must include outfall screening; (f) Illicit discharges reported by the public and subsequent investigations may not be counted as screening events; however once the resolution of the investigation and the date the investigation was closed has been documented, an observation point may be established for future screening events; and (g) A checklist or mechanism to track the following information for dry weather screening events: (i) The unique identifier for the outfall or observation point; (ii) Time since the last precipitation event; (iii) The estimated quantity of the last precipitation event; (iv) Site descriptions (e.g., conveyance type and dominant watershed land uses); (v) Observed indicators of possible illicit discharge events, such as floatables, deposits, stains, and vegetative conditions (e.g., dying or dead vegetation, excessive vegetative growth); (vi) Whether or not a discharge was observed; (vii) If a discharge was observed, the estimated discharge rate and visual characteristics of the discharge (e.g., odor, color, clarity) and the physical condition of the outfall; and (viii) For observation points, the location, downstream outfall unique identifier, and risk factors or rationale for establishing the observation point. (3) A timeframe upon which to conduct an investigation to identify and locate the source of any observed unauthorized nonstormwater discharge. Priority of investigations shall be given to discharges of sanitary sewage and those believed to be a risk to human health and public safety. Discharges authorized under a separate VPDES or state permit require no further action under this permit. (4) Methodologies to determine the source of all illicit discharges. If the permittee is unable to identify the source of an illicit discharge within six months of beginning the investigation then the permittee shall document that the source remains unidentified. If the observed discharge is intermittent, the permittee shall document that attempts to observe the discharge flowing were unsuccessful. (5) Methodologies for conducting a follow-up investigation for illicit discharges that are continuous or that permittees expect to occur more frequently than a onetime discharge to verify that the discharge has been eliminated except as provided for in Part I E 3 c (4); (6) A mechanism to track all illicit discharge investigations to document the following: (a) The dates that the illicit discharge was initially observed, reported, or both; (b) The results of the investigation, including the source, if identified; (c) Any follow-up to the investigation; (d) Resolution of the investigation; and (e) The date that the investigation was closed.			

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UVA has developed SOPs for Illicit Discharge Detection, for Sanitary Sewer Overflows, for responding to Bacteria Response related to RCA stream monitoring, for Spill Response and also for conducting dry weather screenings. These SOPs include protocols for permit requirements detailed in 3. c. Since UVA owns the majority of the property which drains to its MS4, illicit discharges on UVA property can often be eliminated by addressing the activity causing the illicit discharge. UVA will continue to follow procedures for reporting and tracking illicit discharges and procedures for enforcing policies. UVA has a written SOP for outfall inspections as well as a form used to document outfall inspections. UVA currently has more than 50 but less than 100 outfalls and plans to screen all outfalls annually. Outfalls that had problems during past inspections or that have a high potential for illicit discharges may be visited more frequently.	Follow SOPs and document required details of spills, SSOs, and illicit discharge investigations. Number of outfalls screened annually. Number of illicit discharges caused by UVA operations.	UVA's SOPs are available at: https://pollutionprevention.virginia.edu/soppp/ . Outfall Inspection and Bacteria Sampling Response SOPs and spreadsheet of spills, illicit discharges, and incidents that have the potential to become illicit discharges are available upon request. UVA tracks all reported and discovered illicit discharges or spills and follows up as needed to determine if activity patterns might warrant the need for a new or updated SOP.	ER, FM
3. d. The MS4 program plan shall include: (1) The MS4 map and outfall information table required by Part I E 3 a. The map and outfall information table may be incorporated into the MS4 program plan by reference. The map shall be made available to the department within 14 days upon request; (2) Copies of written notifications of physical interconnections given by the permittee to other MS4s; and (3) The IDDE procedures described in Part I E 3 c.			

Minimum Control Measure 4: Construction Site Stormwater Runoff and Erosion and Sediment Control *only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited			
BMPs or Strategies Anticipated to be Implemented To Demonstrate Compliance with the Permit Conditions	Measurable Goal	All Standard Operating Procedures or Policies Necessary to Implement the BMP and Any Documents Incorporated by Reference	RESPONSIBLE DEPARTMENTS
4. a. The permittee shall utilize its legal authority, such as ordinances, permits, orders, specific contract language, and interjurisdictional agreements, to address discharges entering the MS4 from regulated construction site stormwater runoff. The permittee shall control construction site stormwater runoff as follows: (3) If the nontraditional permittee is a state agency; public institution of higher education, including community colleges, colleges, and universities; or federal entity and has developed standards and specifications in accordance with the Virginia Erosion and Sediment Control Law (§ 62.1-44.15:51 et seq. of the Code of Virginia) and Virginia Erosion and Sediment Control Regulations (9VAC25-840), the permittee shall implement the most recent department approved standards and specifications;			
UVA is a state agency and public institution of higher education and has developed Annual Standards and Specifications (AS&S) for Stormwater Management (SWM) and Erosion and Sediment Control (E&SC). DEQ-approved AS&S include a description of the legal authorities utilized to ensure compliance with SWM and E&SC regulations, personnel certification requirements, plan review and permitting requirements, inspection schedule, inspection and enforcement procedures (including all associated documents utilized during inspections), and reporting and recordkeeping requirements. The AS&S are followed for all regulated land disturbing activities undertaken by UVA on UVA property. The University Building Official will not issue a building permit for a project without documented approval of E&SC and SWM Plans, if applicable.	AS&S, including periodic updates, approved by the department.	The latest UVA AS&S for SWM and E&SC and associated approval letter from DEQ is available on the FM website at: https://pollutionprevention.virginia.edu/construction/land-disturbing-activities/ Written inspection procedures for ensuring compliance with approved E&SC plans or AS&S are maintained internally and are available upon request.	ER, FM, OUBO
4. b. The permittee shall require implementation of appropriate controls to prevent nonstormwater discharges to the MS4, such as wastewater, concrete washout, fuels and oils, and other illicit discharges identified during land disturbing activity inspections. The discharge of nonstormwater discharges other than those identified in 9VAC25-890-20 D through the MS4 is not authorized by this state permit.			
Land disturbances over 1 acre must obtain a General VPDES Permit for Discharges of Stormwater from Construction Activities, which requires preparation of a Stormwater Pollution Prevention Plan (SWPPP). The SWPPP requires the site contractors to identify and implement appropriate controls to prevent nonstormwater discharges. For sites that do not have SWPPPs, UVA dual SWM and E&SC inspectors inspect sites for compliance with SWPPP principles and include issues of non-compliance in routine E&SC inspection reports of the site. Additionally UVA has developed specific SOPs to target waste management on construction sites to try to ensure wastes are managed properly.	Number of inspections conducted annually.	UVA's website related to land disturbing activities: https://pollutionprevention.virginia.edu/construction/land-disturbing-activities/ Construction Waste Management SOPs: https://pollutionprevention.virginia.edu/soppp/	ER, FM

Minimum Control Measure 4: Construction Site Stormwater Runoff and Erosion and Sediment Control *only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited			
BMPs or Strategies Anticipated to be Implemented To Demonstrate Compliance with the Permit Conditions	Measurable Goal	All Standard Operating Procedures or Policies Necessary to Implement the BMP and Any Documents Incorporated by Reference	RESPONSIBLE DEPARTMENTS
4. c. Employees and contractors serving as plan reviewers, inspectors, program administrators, and construction site operators shall obtain the appropriate certifications as required under the Virginia Erosion and Sediment Control Law and its attendant regulations;			
All UVA staff serving in E&SC related roles maintain the appropriate certifications. UVA has three employees certified as dual inspectors, two employees certified as dual combined administrators, and one employee certified as a dual plan reviewer through DEQ's program. Contractors serving as construction site operators are also verified. UVA requires a copy of the Responsible Land Disturber (RLD) certification from at least one responsible individual from each regulated land disturbing project before the site breaks ground. The RLD for the construction site is verified in the pre-construction meeting and appropriate certifications are also verified during routine SWPPP Inspections. By 7/1/25, contractors for projects over 1 acre must utilize staff that hold an unexpired DEQ certificate for inspector for both E&SC and SWM, a Construction General Permit Qualified Personnel Certificate issued by the department or VDOT, or an equivalent certification provided by EPA.	Obtain DEQ-certifications for staff working on E&SC and SWM projects. Certification renewals are maintained at the required intervals.	Copies of certification records for UVA Staff are maintained on a UVA secure server and are available upon request.	ER, OUBO
4 d. The permittee's MS4 program plan shall include: (3) If the permittee implements annual standards and specifications for erosion and sediment control and construction site stormwater runoff in accordance with Part I E 4 a (3): (a) The most recently approved standards and specifications or if incorporated by reference, the location where the standards and specifications can be viewed; and (b) A copy of the most recent standards and specifications approval letter from the department; (4) A description of the legal authorities utilized to ensure compliance with Part I E 4 a for erosion and sediment control and construction site stormwater runoff control, such as ordinances, permits, orders, specific contract language, policies, and interjurisdictional agreements; (6) For nontraditional permittees, erosion and sediment control plans or annual standards and specifications shall be approved by the department in accordance with § 62.1-44.15:55 of the Code of Virginia. Compliance with approved erosion and sediment control plans or annual standards and specifications shall be ensured by the permittee with written inspection procedures that at minimum include the following: (a) An inspection checklist for documenting onsite erosion and sediment control structures and systems are properly maintained and repaired as needed to ensure continued performance of their intended function; and (b) A list of all associated documents utilized for inspections, including checklists, department approved erosion and sediment control plans, or the most recently department approved annual standards and specifications, and any other documents utilized; (8) Nontraditional permittees shall maintain written procedures for requiring compliance with department approved erosion and sediment control plans and annual standards and specifications through corrective action or enforcement action to the extent allowable under federal, state, or local law, regulation, ordinance, or other legal mechanisms; and (9) The roles and responsibilities of each of the permittee's departments, divisions, or subdivisions in implementing erosion and sediment control and construction site stormwater runoff control requirements in Part I E 4.			
See descriptions above for details on required program plan components.			

Minimum Control Measure 5: Post-Construction Stormwater Management for New Development and Development on Prior Developed Lands			
*only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited			
BMPs or Strategies Anticipated to be Implemented To Demonstrate Compliance with the Permit Conditions	Measurable Goal	All Standard Operating Procedures or Policies Necessary to Implement the BMP and Any Documents Incorporated by Reference	RESPONSIBLE DEPARTMENTS
5. a. The permittee shall address post-construction stormwater runoff that enters the MS4 from the following land disturbing activities by implementing a postconstruction stormwater runoff management program as follows: (4) If the nontraditional permittee is a state agency; public institution of higher education, including community colleges, colleges, and universities; or federal entity and has not developed standards and specifications in accordance with the Virginia Stormwater Management Act (§ 62.1-44.15:24 et seq. of the Code of Virginia) and VSMP Regulations (9VAC25-870), the permittee shall implement the most recent department approved standards and specifications and maintain an inspection and maintenance program in accordance with Part I E 5 b;			
As discussed in 4.a, UVA is a state agency and public institution of higher education and follows DEQ-approved AS&S for SWM and E&SC for all regulated land disturbing activities undertaken by UVA on UVA property. DEQ-approved AS&S include a description of the legal authorities utilized to ensure compliance with SWM and E&SC regulations, personnel certification requirements, plan review and permitting requirements, inspection schedule, inspection and enforcement procedures (including all associated documents utilized during inspections), and reporting and recordkeeping requirements. The AS&S are followed for all regulated land disturbing activities undertaken on UVA property. The University Building Official will not issue a building permit for a project without documented approval of SWM Plans, if applicable.	AS&S, including periodic updates, approved by the department.	The latest UVA AS&S for SWM and E&SC and associated approval letter from DEQ is available on the UVA website at: https://pollutionprevention.virginia.edu/construction/land-disturbing-activities/	ER, FM, OUBO
5. b. The permittee shall implement an inspection and maintenance program for those stormwater management facilities owned or operated by the permittee as follows: (1) Within six months of the permit effective date, the permittee shall develop and maintain written inspection and maintenance procedures in order to ensure adequate long-term operation and maintenance of its stormwater management facilities. The permittee may use inspection and maintenance specifications available from the Virginia Stormwater BMP Clearinghouse or inspection and maintenance plans developed in accordance with the department's Stormwater Local Assistance Fund (SLAF) guidelines;			
UVA owns and maintains all SWM facilities on its property within the MS4 with the exception of BMPs located on UVA property that is under a long-term lease to a local governmental agency. UVA has developed written inspection and maintenance procedures by BMP type. UVA has a written SOP for BMP Inspection and maintenance as well as forms used to document the inspections. Maintenance of BMPs on any UVA properties under long term lease is the responsibility of the leasee, according to the lease agreement.	Develop and maintain written inspection and maintenance procedures.	The SOP for BMP Inspection and Maintenance is available upon request.	ER, FM
5. b. (2) Employees and contractors implementing the stormwater program shall obtain the appropriate certifications as required under the Virginia Stormwater Management Act and its attendant regulations;			
Currently, UVA has three employees certified as dual inspectors, two employees certified as dual combined administrators, and one employee certified as a dual plan reviewer through DEQ's program as described in 4.c.	Employees and contractors implementing the stormwater program are properly certified.	Certifications available upon request.	ER, OUBO
5. b. (3) The permittee shall inspect stormwater management facilities owned or operated by the permittee no less frequently than once per year. The permittee may choose to implement an alternative schedule to inspect these stormwater management facilities based on facility type and expected maintenance needs provided that the alternative schedule and rationale is included in the MS4 program plan. The alternative inspection frequency shall be no less often than once per five years; and			
All SWM facilities are inspected at least annually, but some are visited more frequently for a quick inspection and routine maintenance, such as trash and debris removal.	Number of SWM facility inspections completed.	Inspection and maintenance procedures described in 5.b (1).	ER, FM
5. b. (4) If during the inspection of the stormwater management facility conducted in accordance with Part I E 5 b (2), it is determined that maintenance is required, the permittee shall conduct the maintenance in accordance with the written procedures developed under Part I E 5 b (1).			

Minimum Control Measure 5: Post-Construction Stormwater Management for New Development and Development on Prior Developed Lands *only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited			
BMPs or Strategies Anticipated to be Implemented To Demonstrate Compliance with the Permit Conditions	Measurable Goal	All Standard Operating Procedures or Policies Necessary to Implement the BMP and Any Documents Incorporated by Reference	RESPONSIBLE DEPARTMENTS
ER or FM staff receive and review all BMP inspection and maintenance written reports. Inspections are done on a quarterly basis by FM staff and semi annually by ER staff. ER and FM staff meet quarterly to plan for seasonal tasks as well as larger maintenance projects. SWM facility inspectors make arrangements for follow-up work in the event maintenance requirements are more extensive than the inspection staff were able to take care of on their own.	Number of maintenance items reported. Not all maintenance items require immediate attention, but are tracked to observe patterns. Routine maintenance, such as mowing or trash removal, is not tracked.	Inspection and maintenance procedures described in 5.b(1).	ER, FM
5. d. The MS4 program plan shall include: (2) If the permittee implements a post-development stormwater runoff control program in accordance with Part I E 5 a (4): (a) The most recently approved standards and specifications or if incorporated by reference, the location where the standards and specifications can be viewed; and (b) A copy of the most recent standards and specifications approval letter from the department; (3) A description of the legal authorities utilized to ensure compliance with Part I E 5 a for post-construction stormwater runoff control such as ordinances (provide citation as appropriate), permits, orders, specific contract language, and interjurisdictional agreements; (4) Written inspection and maintenance procedures and other associated template documents utilized during inspection and maintenance of stormwater management facilities owned or operated by the permittee; and (5) The roles and responsibilities of each of the permittee's departments, divisions, or subdivisions in implementing the post-construction stormwater runoff control program.			
See descriptions above for details on required program plan components.			

Minimum Control Measure 6: Pollution Prevention and Good Housekeeping for Facilities Owned or Operated by UVA within the MS4 Service Area *only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited			
BMPs or Strategies Anticipated to be Implemented To Demonstrate Compliance with the Permit Conditions	Measurable Goal	All Standard Operating Procedures or Policies Necessary to Implement the BMP and Any Documents Incorporated by Reference	RESPONSIBLE DEPARTMENTS
6. a. The permittee shall maintain and implement written good housekeeping procedures for those activities listed in Part I E 6 b at facilities owned or operated by the permittee designed to meet the following objectives: (1) Prevent illicit discharges; (2) Ensure permittee staff or contractors properly dispose of waste materials, including landscape wastes and prevent waste materials from entering the MS4; (3) Prevent the discharge of wastewater or wash water not authorized in accordance with 9VAC25-890-20 D 3 u, into the MS4 without authorization under a separate VPDES permit; and (4) Minimize the pollutants in stormwater runoff.			
UVA has developed Standard Operating Procedures (SOPs) which serve as good housekeeping procedures for the activities described in Part I E 6 a. The SOPs are intended to minimize the potential for or prevent pollutant discharges from activities of concern. These include, but are not limited to, SOPs on Waste Management, including construction waste, Exterior Surfaces and Building Washing, Used Oil Disposal, Vehicle and Equipment Washing, and Building Fire Sprinkler System Flushing.	Review SOPs periodically to evaluate if updates are needed.	A list of all SOPs is available at https://pollutionprevention.virginia.edu/soppp/ and are reviewed at least annually or whenever an operation or equipment change warrants such review.	ER, FM
6. b. The permittee shall develop and implement written good housekeeping procedures that meet the objectives established in Part I E 6 a for the following activities: (1) Road, street, sidewalk, and parking lot maintenance and cleaning: (a) Within 24 months of permit issuance, permittees that apply anti-icing and deicing agents shall update and implement procedures in accordance with Part I E to include implementation of best management practices for anti-icing and deicing agent application, transport, and storage; (b) Procedures developed in accordance with Part I E shall prohibit the application of any anti-icing or deicing agent containing urea or other forms of nitrogen or phosphorus;			
UVA will develop SOPs in accordance with the requirements of 6.b.(1) within the stated timeframe and requirements.	Completion of SOP by stated deadline.	Once complete, same SOP list and review process as described in 6.a.(1)	ER, FM
6. b. (2) Renovation and significant exterior maintenance activities (e.g., painting, roof resealing, and HVAC coil cleaning) not covered under a separate VSMP construction general permit. The permittee shall develop and implement procedures no later than 36 months after permit issuance;			
UVA will develop SOPs in accordance with the requirements of 6.b.(2) within the stated timeframe and requirements.	Completion of SOP by stated deadline.	Once complete, same SOP list and review process as described in 6.a.(1)	ER, FM
6. b. (3) Discharging water pumped from construction and maintenance activities not covered by another permit covering such activities;			
UVA has developed an SOP regarding Water Disposal from Dewatering Activities.	Same goal as stated in 6.a.(1)	Same SOP list and review process as described in 6.a.(1)	ER, FM
6. b. (4) Temporary storage of landscaping materials;			
UVA has developed an SOP on Salt/Sand and Spreader Shed Maintenance and developed a SWPPP for the FM Yard. UVA will also develop procedures on the temporary storage of landscaping materials.	Completion of new SOP by stated deadline. Same goal as stated in 6.a.(1)	Same SOP list and review process as described in 6.a.(1)	ER, FM
6. b. (5) Maintenance of permittee owned or operated vehicles and equipment (i.e., prevent pollutant discharges from leaking permittee vehicles and equipment);			
UVA has developed an SOP on Vehicle and Equipment Maintenance.	Same goal as stated in 6.a.(1)	Same SOP list and review process as described in 6.a.(1)	ER, FM
6. b. (6) Application of materials, including pesticides and herbicides shall not exceed manufacturer's recommendations; and (7) Application of fertilizer shall not exceed maximum application rates established by applicable nutrient management plans. For areas not covered under nutrient management plans where fertilizer is applied, application rates shall not exceed manufacturer's recommendations.			
UVA has developed an SOP on Pesticides, Herbicides, and Fertilizers. Only licensed applicators are allowed to use pesticides, herbicides, and fertilizers on UVA property covered by the MS4 permit. All fertilizer and pesticide applicators are certified and their certifications are reviewed annually by UVA's certified Nutrient Management Planner.	Ensure applicators have required licenses. Number of certified pesticide, herbicide, and fertilizer users at UVA will be included in the annual report	Applicator licenses are available upon request.	EHS, ER, FM

Minimum Control Measure 6: Pollution Prevention and Good Housekeeping for Facilities Owned or Operated by UVA within the MS4 Service Area *only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited			
BMPs or Strategies Anticipated to be Implemented To Demonstrate Compliance with the Permit Conditions	Measurable Goal	All Standard Operating Procedures or Policies Necessary to Implement the BMP and Any Documents Incorporated by Reference	RESPONSIBLE DEPARTMENTS
6. c. The permittee shall require through the use of contract language, training, written procedures, or other measures within the permittee's legal authority that contractors employed by the permittee and engaging in activities described in Part I E 6 b follow established good housekeeping procedures and use appropriate control measures to minimize the discharge of pollutants to the MS4.			
For construction sites over one acre, contractors must adhere to their SWPPP, which is reviewed regularly by UVA inspectors. Contractors are expected to adhere to UVA's SOPs while doing work on UVA property and contracts can be terminated for failure to comply. References to SOPs are also included in Division 1 Guidelines, which includes language about governing authority. UVA has included specific language in contract vendor requirements to emphasize this requirement. In addition, FM and/or ER staff aims to talk to contractor representatives during opportunities such as pre-bid meetings, pre-construction meetings, and contractor safety events organized by UVA Occupational Health and Safety staff. Project management staff who hire contractors are periodically trained on expectations for managing contractors.	Contractors follow best management practices established by and followed by UVA staff. Document ways contractors are engaged in annual report.	Construction site SWPPPs are maintained on each construction site. SOPs are maintained on the FM website. UVA Division 1 Guidelines are available on the UVA website.	ER, FM
6. d. The written procedures established in accordance with Part I E 6 a and b shall be utilized as part of the employee training program, and the permittee shall develop a written training plan for applicable field personnel that ensures the following: (1) Applicable field personnel shall receive training in the prevention, recognition, and elimination of illicit discharges no less often than once per 24 months; (2) Employees performing road, street, sidewalk, and parking lot maintenance shall receive training in good housekeeping procedures required under Part I E 6 b (1) no less often than once per 24 months; (3) Employees working in and around facility maintenance, public works, or recreational facilities shall receive training in applicable Part I E 6 a and b good housekeeping procedures required no less often than once per 24 months; (4) Employees working in and around high-priority facilities with a stormwater pollution prevention plan (SWPPP) shall receive training in applicable site specific SWPPP procedures no less often than once per 24 months; (5) Employees whose duties include emergency spill control and response shall be trained in spill control and response. Emergency responders, such as firefighters and law-enforcement officers, trained on the handling of spill control and response as part of a larger emergency response training shall satisfy this training requirement and be documented in the training plan; and (6) Employees and contractors hired by the permittee who apply pesticides and herbicides shall be trained and certified in accordance with the Virginia Pesticide Control Act (§ 3.2-3900 et seq. of the Code of Virginia). Certification by the Virginia Department of Agriculture and Consumer Services (VDACS) Pesticide and Herbicide Applicator program shall constitute compliance with this requirement. Contracts for the application of pesticide and herbicides executed after the effective date of this permit shall require contractor certification.			
The UVA MS4 Training Plan can be found in Appendix C. As required in 6.d, SWPPPs, SOPs, and any other written procedures are covered in the training as appropriate and proper certifications are also required.	Track training program, dates, and number of individuals trained. Update training plan as needed to ensure appropriate employees are adequately trained. This information will be reported in Appendix C in the annual report.	Written training materials and staff training records.	ER, FM, EHS, PD
6. e. The permittee shall maintain documentation of each training activity conducted by the permittee to fulfill the requirements of Part I E 6 d for a minimum of three years after training activity completion. The documentation shall include the following information: (1) The date when applicable employees have completed the training activity; (2) The number of employees who have completed the training activity; and (3) The training objectives and good housekeeping procedures required under Part I E 6 a covered by training activity.			
Documentation for all training completed is maintained as required in 6. e. and as described in the UVA MS4 Training Plan.	Same goal as described in 6.d.	Same training documentation as described in 6.d.	ER, FM
6. f. The permittee may fulfill the training requirements in Part I E 6 d, in total or in part, through regional training programs involving two or more MS4 permittees; however, the permittee shall remain responsible for ensuring compliance with the training requirements.			

Minimum Control Measure 6: Pollution Prevention and Good Housekeeping for Facilities Owned or Operated by UVA within the MS4 Service Area *only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited			
BMPs or Strategies Anticipated to be Implemented To Demonstrate Compliance with the Permit Conditions	Measurable Goal	All Standard Operating Procedures or Policies Necessary to Implement the BMP and Any Documents Incorporated by Reference	RESPONSIBLE DEPARTMENTS
UVA is not currently planning to fulfill training requirements through regional training programs, but will update the MS4 Program Plan accordingly if the training plans change.	Not applicable.	Not applicable.	ER, FM
6. g. Within 12 months of permit coverage, the permittee shall identify any new high-priority facilities located in expanded 2020 census urban areas with a population of at least 50,000.			
UVA's regulated MS4 area was not expanded as a result of the 2020 census as all areas were already considered urban under the 2010 census. Therefore there is no expanded area in which to identify new high-priority facilities.	Not applicable.	Not applicable.	ER, FM
6. h. Within 36 months of permit coverage, the permittee shall implement SWPPPs for high-priority facilities meeting the conditions of Part I E 6 i and which are located in expanded 2020 census urban areas with a population of at least 50,000.			
UVA's regulated MS4 area was not expanded as a result of the 2020 census as all areas were already considered urban under the 2010 census. Therefore there is no expanded area in which to identify new high-priority facilities.	Not applicable.	Not applicable.	ER, FM
6. i. The permittee shall maintain and implement a site specific SWPPP for each high-priority facility as defined in 9VAC25-890-1 that does not have or require separate VPDES permit coverage, and which any of the following materials or activities occur and are expected to have exposure to stormwater resulting from rain, snow, snowmelt, or runoff: (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 or 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, and similar containers; (7) Waste material except waste in covered, nonleaking 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.			
UVA has completed an evaluation of high priority facilities which is included in Appendix D. UVA maintains a SWPPP for all identified high priority facilities. UVA annually reviews facilities that have been identified as high priority, but do not meet the conditions described in 6.i., in order to determine if a SWPPP is needed. Facilities with SWPPPs are inspected annually. Facilities will be added or removed from the list of high priority facilities during the permit cycle as conditions warrant.	Up-to-date list of high priority facilities which require SWPPPs.	The list of high priority facilities along with any SWPPPs developed is included in Appendix D. SWPPPs are available online at: https://pollutionprevention.virginia.edu/soppp/	ER, FM
6. j. Each SWPPP as required in Part I E 6 g shall include the following: (1) A site description that includes a site map identifying all outfalls, direction of stormwater flows, existing source controls, and receiving water bodies; (2) A description and checklist of the potential pollutants and pollutant sources; (3) A description of all potential nonstormwater discharges; (4) A description of all structural control measures, such as stormwater management facilities and other pollutant source controls, applicable to SWPPP implementation (e.g., permeable pavement or oil-water separators that discharge to sanitary sewer are not applicable to the SWPPP), such as oil-water separators, and inlet protection designed to address potential pollutants and pollutant sources at risk of being discharged to the MS4; (5) A maintenance schedule for all stormwater management facilities and other pollutant source controls applicable to SWPPP implementation described in Part I E 6 h (4); (6) Site specific written procedures designed to reduce and prevent pollutant discharge that incorporate by reference applicable good housekeeping procedures required under Part I E 6 a and b; (7) A description of the applicable training as required in Part I E 6 d (4); (8) An inspection frequency of no less often 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; (9) A log of each unauthorized discharge, release, or spill incident reported in accordance with Part IV G including the following information: (a) Date of incident; (b) Material discharged, released, or spilled; and (c) Estimated quantity discharged, released, or spilled; (10) A log of modifications to the SWPPP made as the result of any unauthorized discharge, release, or spill in accordance Part I E 6 j or changes in facility activities and operation requiring SWPPP modification; and (11) The point of contact for SWPPP implementation.			

Minimum Control Measure 6: Pollution Prevention and Good Housekeeping for Facilities Owned or Operated by UVA within the MS4 Service Area *only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited			
BMPs or Strategies Anticipated to be Implemented To Demonstrate Compliance with the Permit Conditions	Measurable Goal	All Standard Operating Procedures or Policies Necessary to Implement the BMP and Any Documents Incorporated by Reference	RESPONSIBLE DEPARTMENTS
UVA has developed a SWPPP template which contains the information required in 6. j. Any subsequent SWPPPs which need to be developed will use this template.	SWPPP template and SWPPPs contain all permit-required information.	The SWPPP template is available upon request. The SWPPPs are available online at: https://pollutionprevention.virginia.edu/soppp/	ER, FM
6. k. No later than June 30 of each year, the permittee shall annually review any high-priority facility owned or operated by the permittee for which an SWPPP has not been developed to determine if the facility meets any of the conditions described in Part I E 6 g. If the facility is determined to need an SWPPP, the permittee shall develop an SWPPP meeting the requirements of Part I E 6 h no later than December 31 of that same year. The permittee shall maintain a list of all high-priority facilities owned or operated by the permittee not required to maintain an SWPPP in accordance with Part I E 6 g and this list shall be available upon request.			
No later than June 30th of each year, UVA will review high priority facilities owned by UVA for which a SWPPP has not been developed to determine if the facility meets the conditions described in Part I E 6 g. A SWPPP will be developed by December 31 of that same year for any such facility if the need for a SWPPP is determined.	Facilities requiring SWPPPs are identified in a timely manner.	The list of high priority facilities including whether or not a SWPPP has been developed, is maintained in Appendix D.	ER, FM
6. l. The permittee shall review the contents of any site specific SWPPP no later than 30 days after any unauthorized discharge, release, or spill reported in accordance with Part IV G to determine if additional measures are necessary to prevent future unauthorized discharges, releases, or spills. If necessary, the SWPPP shall be updated no later than 90 days after the unauthorized discharge.			
UVA will review site specific SWPPPs within 30 days of any spills, releases, or major changes to site operations.	Updated SWPPPs within 90 days as needed.	SWPPPs are available online at https://pollutionprevention.virginia.edu/soppp/	ER, FM
6. m. The SWPPP shall be kept at the high-priority facility and utilized as part of employee SWPPP training required in Part I E 6 d (4). The SWPPP and associated documents may be maintained as a hard copy or electronically as long as the documents are available to employees at the applicable site.			
All UVA SWPPPs are stored electronically and are available to employees on site. SWPPPs and associated SOPs are used as part of staff training.	Electronically available SWPPPs. Training materials containing SWPPP related information.	Training materials are stored on FM's internal server and are available upon request. SWPPPs and SOPs are available online at https://pollutionprevention.virginia.edu/soppp/	ER, FM
6. n. If activities change at a facility such that the facility no longer meets the definition of a high-priority facility, the permittee may remove the facility from the list of high-priority facilities with a high potential to discharge pollutants.			
The list of high priority facilities is available in Appendix D. Any facilities evaluated and removed from the list will be documented with the rationale for their removal. Facilities are evaluated annually in accordance with Part I E 6 k.	Up-to-date list of high priority facilities with a high potential to discharge pollutants.	The list of high priority facilities with a high potential to discharge pollutants is maintained as Appendix D.	ER, FM
6. o. If activities change at a facility such that the facility no longer meets the criteria requiring SWPPP coverage as described in Part I E 6 g, the permittee may remove the facility from the list of high-priority facilities that require SWPPP coverage.			
The list of high priority facilities with SWPPPs is available in Appendix D. Any facilities removed from the list will be documented with the rationale for their removal. Facilities are evaluated annually in accordance with Part I E 6 k.	Same goal as described in 6. n.	Same documentation as described in 6.n.	ER, FM

Minimum Control Measure 6: Pollution Prevention and Good Housekeeping for Facilities Owned or Operated by UVA within the MS4 Service Area *only regulatory requirements applicable to UVA, a nontraditional State agency with annual standards and specifications, are cited			
BMPs or Strategies Anticipated to be Implemented To Demonstrate Compliance with the Permit Conditions	Measurable Goal	All Standard Operating Procedures or Policies Necessary to Implement the BMP and Any Documents Incorporated by Reference	RESPONSIBLE DEPARTMENTS
<p>6. p. The permittee shall maintain and implement turf and landscape nutrient management plans that have been developed by a certified turf and landscape nutrient management planner in accordance with § 10.1-104.2 of the Code of Virginia on all lands owned or operated by the permittee where nutrients are applied to a contiguous area greater than one acre. If nutrients are being applied to achieve final stabilization of a land disturbance project, application shall follow the manufacturer's recommendations. q. Within 12 months of permit coverage, the permittee shall identify contiguous areas greater than one acre located in expanded 2020 census urban areas with population of at least 50,000 and within the permittee's MS4 service area requiring turf and landscape nutrient management plans. r. Within 36 months of permit coverage, the permittee shall implement turf and landscape nutrient management plans on contiguous areas greater than one acre located in expanded 2020 census urban areas with a population of least 50,000 and within the permittee's MS4 service area. s. If nutrients are being applied to achieve final stabilization of a land disturbance project, application shall follow the manufacturer's recommendations. For newly established turf where nutrients are applied to a contiguous area greater than one acre, the permittee shall implement a nutrient management plan no later than six months after the site achieves final stabilization. t. Nutrient management plans developed in accordance with Part I E 6 n shall be submitted to the Department of Conservation and Recreation (DCR) for approval. u. Nutrient management plans that are expired as of the effective date of this permit shall be submitted to DCR for renewal within six months after the effective date of this permit. Thereafter, all nutrient management plans shall be submitted to DCR at least 30 days prior to nutrient management plan expiration. Within 36 months of permit coverage, no nutrient management plans maintained by the permittee in accordance with Part I E 6 n shall be expired due to DCR documented noncompliance with 4VAC50-85-130 provided to the permittee. v. Nutrient management plans may be maintained as a hard copy or electronically as long as the documents are available to employees at the applicable site. w. Nontraditional permittees with lands regulated under §10.1-104.4 of the Code of Virginia, including state agencies, state colleges and universities, and other stategovernment entities, shall continue to implement turf and landscape nutrient management plans in accordance with this statutory requirement.</p>			
UVA has implemented Nutrient Management Plans (NMPs) to moderate the use of fertilizer on all lawn and landscaped areas on state-owned lands. All UVA areas were previously considered urban areas under the 2010 census and all state owned lands where nutrients are applied require NMPs regardless of MS4 status, therefore there are no new areas requiring NMP implementation. In instances where nutrients are being applied to achieve final stabilization of a land disturbance project, the application will follow the manufacturer's recommendations. UVA currently has one staff member who is a certified Nutrient Management Planner and ensures the Nutrient Management Plans are accurate and up-to-date. UVA also hires certified NMPs as contractor for NMP development in some areas. NMPs are updated and maintained as required so all appropriate areas are covered and that plans are not expired.	UVA currently has the following Nutrient Management Plans: UVA Grounds - 155.8 acres, approved 7/13/2022, expires 6/10/25; Athletics -16.5 acres, approved 11/15/2021, expires 11/15/2024; Recreation -26.5 acres, approved 1/1/2022, expires 1/1/2025. Acres of UVA lands upon which Nutrient Management Plans have been implemented will be tracked and updated as part of the MS4 Program Plan and the annual report.	All NMPs are stored electronically on internal UVA servers and are available upon request.	A, EHS, ER, FM
<p>6 x. The MS4 program plan shall include: (1) A list of written good housekeeping procedures for the operations and maintenance activities as required by Part I E 6 a and b; (2) A list of all high-priority facilities owned or operated by the permittee required to maintain an SWPPP in accordance with Part I E 6 g that includes the facility name, facility location, and the location of the SWPPP hardcopy or electronic document being maintained. The SWPPP for each high-priority facility shall be incorporated by reference; (3) A list of locations for which turf and landscape nutrient management plans are required in accordance with Part I E 6 n and s, including the following information: (a) The total acreage covered by each nutrient management plan; (b) The DCR approval date and expiration date for each nutrient management plan; (c) The location of the nutrient management plan hardcopy or electronic document being maintained; (4) A summary of mechanisms the permittee uses to ensure contractors working on behalf of the permittees implement the necessary good housekeeping and pollution prevention procedures, and stormwater pollution plans as appropriate; and (5) The written training plan as required in Part I E 6 d.</p>			
See descriptions above for details on required program plan components.			

Appendix A
Education and Outreach Tracking

MCM 1 Public Education and Outreach								
MCM 2 Public Involvement and Participation								
UVA or RSEP	Date	Event Description	High Priority SW Issue Addressed			Audience Reached / Metric to Determine if Activity is Beneficial to Water Quality	MCM 1 - Education and Outreach	MCM 2 - Involvement and Participation
			Runoff Volume	Runoff Pollutants	TMDL Pollutants			

*this spreadsheet is a placeholder and an example only. A completed version is provided with each annual report

Appendix B
Illicit Discharges

Date IDDE Observed	Results of Investigation (conditions, nature of IDDE, situation when arrive on site, source if identified)	Follow Up Efforts and Resolution (efforts to find IDDE source, how source was eliminated)	Results of investigation. Describe any follow up to prevent reoccurrence or revisitation of site to ensure IDDE eliminated	Date investigation closed (education may be ongoing)	Written Report - yes/no and location	Reported to DEQ, City, County, EPA	Who Reported Incident to ER	Resulted in Release to MS4	If resulted in release to MS4, reportable quantity?	Was Spill at High Priority SWPPP site?	If SWPPP site, was SWPPP modification needed?

*this spreadsheet is a placeholder and an example only. A completed version is provided with each annual report

Appendix C
Training Plan

UVA MS4 Training Plan

UVA updates and maintains this training plan as needed to provide applicable staff with necessary training on IDDE, good housekeeping, pollution prevention, spill prevention, environmental awareness, SOPs and other required training. Training is provided to appropriate staff at least once every 24 months and is reviewed for appropriateness. UVA ER and FM retains copies of FM training records, including the number of employees, the date, and the type of training for three years except for training provided to the PD and EHS. The PD and EHS maintain their own training records. The training program is an appendix to the MS4 Program Plan. Training records are saved on a UVA servers and are available on request.

Regulatory Requirement or Rationale	Description	Applicable Departments / Staff
Part I E 6 d (1) Applicable field personnel shall receive training in the prevention, recognition, and elimination of illicit discharges no less often than once per 24 months;	Training on IDDE	Athletics – Operations Athletics – Recreation Operations FM - CCR - Academic FM - CCR - UVA Health FM - CRS - Academic FM - CRS - UVA Health FM - Renewal & Renovation FM - Heat Plant FM - Landscaping FM – Recycling FM - Power and Light FM - Utilities FM - HSPP Maintenance Zone1 North FM - HSPP Maintenance Zone1 South FM - HSPP Maintenance Zone 2 FM - HSPP Maintenance Zone 3 FM - HSPP Maintenance Zone 4 FM - HSPP Maintenance Zone 4 Fontaine FM - Zone Maintenance - Central Grounds FM - Zone Maintenance - Housing FM - Zone Maintenance - McCormick FM - Zone Maintenance - Newcomb FM - Zone Maintenance - North Grounds FM - Zone Maintenance - West Grounds Housing - Operations John Paul Jones Arena - Operations
Part I E 6 d (2) Employees performing road, street, sidewalk, and parking lot maintenance shall receive training in good housekeeping procedures required under Part I E 6 b (1) no less often than once per 24 months;	Training on SOPs relevant to road, street, sidewalk, and parking lot maintenance	FM - Landscaping

UVA MS4 Training Plan		
<p>UVA updates and maintains this training plan as needed to provide applicable staff with necessary training on IDDE, good housekeeping, pollution prevention, spill prevention, environmental awareness, SOPs and other required training. Training is provided to appropriate staff at least once every 24 months and is reviewed for appropriateness. UVA ER and FM retains copies of FM training records, including the number of employees, the date, and the type of training for three years except for training provided to the PD and EHS. The PD and EHS maintain their own training records. The training program is an appendix to the MS4 Program Plan. Training records are saved on a UVA servers and are available on request.</p>		
Regulatory Requirement or Rationale	Description	Applicable Departments / Staff
Part I E 6 d (3) Employees working in and around facility maintenance, public works, or recreational facilities shall receive training in applicable Part I E 6 a and b good housekeeping procedures required no less often than once per 24 months	Training on relevant good housekeeping practices and SOPs as appropriate for each employee's job duties	Athletics - All Recreation Staff FM - All Staff
Part I E 6 d (4) Employees working in and around high-priority facilities with a stormwater pollution prevention plan (SWPPP) shall receive training in applicable site specific SWPPP procedures no less often than once per 24 months	Training on relevant good housekeeping practices and SOPs as appropriate for each employee's job duties	FM - Heat Plant FM - Landscaping FM – Recycling FM - Power and Light FM – Utilities FM – Zone Maintenance – West Grounds
Part I E 6 d (5) Employees whose duties include emergency spill control and response shall be trained in spill control and response. Emergency responders, such as firefighters and law-enforcement officers, trained on the handling of spill control and response as part of a larger emergency response training shall satisfy this training requirement and be documented in the training plan	UVA maintains an in-house police force who are trained in emergency response. The police biannually review and sign UVA's Hazardous Material Response policy, which describes how they are expected to handle spill situations. EHS maintains staff who are 40-hour HAZWOPER trained in spill response. HAZWOPER training requires an 8 hour annual certification. ER staff also receive the 8 Hour HAZWOPER training.	Police Department Environmental Health and Safety Environmental Resources
Part I E 6 d (6) Employees and contractors hired by the permittee who apply pesticides and herbicides shall be trained and certified in accordance with the Virginia Pesticide Control Act (§ 3.2-3900 et seq. of the Code of Virginia). Certification by the Virginia Department of Agriculture and Consumer Services (VDACS) Pesticide and Herbicide Applicator program shall constitute compliance with this requirement. Contracts for the application of pesticide and herbicides executed after the effective date of this permit shall require contractor certification.	Since UVA is a state agency, all applicators are required to be certified through VDACS and turn in their application records to them. Applicators are required to keep certification records and receive continuing education credit as needed. UVA's Certified Nutrient Management planner verifies applicator licenses and that applicators are maintaining required records.	Athletics - Operations Athletics - Recreation Operations FM - Landscaping

UVA MS4 Training Plan

UVA updates and maintains this training plan as needed to provide applicable staff with necessary training on IDDE, good housekeeping, pollution prevention, spill prevention, environmental awareness, SOPs and other required training. Training is provided to appropriate staff at least once every 24 months and is reviewed for appropriateness. UVA ER and FM retains copies of FM training records, including the number of employees, the date, and the type of training for three years except for training provided to the PD and EHS. The PD and EHS maintain their own training records. The training program is an appendix to the MS4 Program Plan. Training records are saved on a UVA servers and are available on request.

Regulatory Requirement or Rationale	Description	Applicable Departments / Staff
Contractor Management	Staff who manage contractors operations on UVA property are trained in SOPs so they can ensure their contractors understand the pollution prevention related expectations before work begins.	Athletics – Operations Athletics – Recreation Operations FM - CCR - Academic FM - CCR - UVA Health FM - CRS - Academic FM - CRS - UVA Health FM - Renewal & Renovation FM - Heat Plant FM - Landscaping FM – Recycling FM - Power and Light FM - Utilities FM - HSPP Maintenance Zone1 North FM - HSPP Maintenance Zone1 South FM - HSPP Maintenance Zone 2 FM - HSPP Maintenance Zone 3 FM - HSPP Maintenance Zone 4 FM - HSPP Maintenance Zone 4 Fontaine FM - Zone Maintenance - Central Grounds FM - Zone Maintenance - Housing FM - Zone Maintenance - McCormick FM - Zone Maintenance - Newcomb FM - Zone Maintenance - North Grounds FM - Zone Maintenance - West Grounds Housing - Operations John Paul Jones Arena - Operations

UVA MS4 Training Activity Annual Report		
UVA updates and maintains a training plan as needed to provide applicable staff with necessary training on IDDE, good housekeeping, pollution prevention, spill prevention, environmental awareness, SOPs and other required training. Training is provided to appropriate staff at least once every 24 months and is reviewed for appropriateness. UVA ER and FM retains copies of FM training records, including the number of employees, the date, and the type of training for three years except for training provided to the PD and EHS. The PD and EHS maintain their own training records. The training program is an appendix to the MS4 Program Plan. Training records are saved on UVA servers and are available on request.		
Completion Date	Applicable Department (Number of Employees Trained)	Objectives and Good Houskeeping Procedures Covered

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Appendix D
High Priority Facility Evaluation

High Priority Facility Name / Location	Areas where residuals from using, storing, or cleaning machinery or equipment remain and are exposed to stormwater	Materials or residuals on the ground or in stormwater inlets from spills or leaks;	Material handling equipment	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);	Materials or products stored outdoors (except final products intended for outside use where exposure to stormwater does not result in the discharge of pollutants);	Materials or products that would be expected to be mobilized in stormwater runoff contained in open, deteriorated, or leaking storage drums, barrels, tanks, and similar containers	Waste material except waste in covered, nonleaking containers (e.g., dumpsters)	Application or disposal of process wastewater (unless otherwise permitted)	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	SWPPP required Available at https://pollutionprevention.virginia.edu/soppp/	Rationale
FM Yard	✓	✓	✓	✓	✓		✓			✓	Salt/sand storage shed, salt/sand spreader storage, landscape storage area under the T-shed, wash bay, and number of vehicles stored on site warrant SWPPP.
Recycle Sort Facility		✓	✓		✓		✓			✓	Recyclable materials are waste and stored in large quantities, even if under cover.
Main Heat Plant	✓	✓	✓				✓		✓	✓	Historic number of large spills and potential for releases to air. Long term bulk materials storage and handling of coal ash.
Copeley Substation					✓						Not a high priority facility. Equipment stored here designed for outdoor use.

"High-priority facilities" means facilities owned or operated by the permittee with drainage to any permitted MS4 that actively engage in one or more of the following activities: (i) composting; (ii) equipment storage, cleaning, and maintenance; (iii) long-term bulk materials storage; (iv) pesticide, herbicide, and fertilizer storage; (v) recycling; (vi) anti-icing and deicing agent storage, handling, and transfer; (vii) solid waste handling and transfer, and (viii) permittee owned or operated vehicle washing, maintenance, and salvage.

Appendix E
Local TMDL Action Plan Updates

Updates to applicable local TMDL action plans will be provided with each annual report

TMDL Action Plans for the following applicable TMDLs are available on the UVA website:

<https://pollutionprevention.virginia.edu/stormwater-mgmt/tmdl/>

TMDL	Date of Action Plan/Most Recent Update
Chesapeake Bay *	October 2024 (Revised April 2025)
Rivanna River Combined Benthic and Bacteria	May 2025
Moore's Creek, Lodge Creek, Meadow Creek, and Schenks Branch Sediment	May 2025

*Annual Report Maintained Separately