



City of Fairfax, Virginia

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In Accordance with the  
VSMF GENERAL PERMIT for Small Municipal Separate Storm Sewer Systems  
Permit # VAR040064

## **Program Plan 2013-2018**

**2017 Update**



**Public Works - Stormwater**  
10455 Armstrong Street  
Room 200  
Fairfax, VA 22030

PROGRAM PLAN  
City of Fairfax

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## Introduction

The City of Fairfax is an independent city of approximately 23,000 residents encompassing 6.3 square miles. The City of Fairfax lies in the Accotink Creek watershed in Northern Virginia.

The past several years, the City has been under an MS4 program and in March 2013 the Virginia Soil & Water Conservation Board approved a new general permit effective in July of 2013. The City of Fairfax is regulated under the Virginia Department of Environmental Quality to discharge stormwater under the Virginia Pollutant Discharge Elimination System (VPDES) general permit. This Municipal Separate Storm Sewer System (MS4) is a required plan prepared by the City each permit cycle to outline the planning of activities the city is doing to reduce stormwater runoff pollution to the maximum extent practicable.

The MS4 program includes six minimum control measures (MCM) and special conditions for approved Total Maximum Daily Loads (TMDL) for the Chesapeake Bay TMDL and non-Chesapeake Bay TMDLs. The Six minimum control measures are:

- Public Education and Outreach on Stormwater Impacts
- Public Involvement/Participation
- Illicit Discharge Detection and Elimination
- Construction Site Stormwater Runoff Control
- Post-construction Stormwater Management in New Development and Development on Prior Developed Lands
- Pollution Prevention/Good Housekeeping for Municipal Operation

Additionally, TMDL actions plans were developed to meet the special conditions above.

This Program Plan is a living document that will be updated with changes as necessary.

## Special Conditions for Total Maximum Daily Loads (TMDLs)

The City of Fairfax reviewed their ordinances and created a TMDL Action Plan in order to achieve their waste load allocation requirements by the target dates.

Refer to the Annual Reports for details on TMDL action plans and assessments.

## MCM -1 Public Education and Outreach on Stormwater Impacts

Minimum Control Measure #1 of the general permit involves the various aspects and methods of Public Education and Outreach. The goals of this minimum control measure are to increase the public’s knowledge about steps that can be taken to reduce stormwater pollution and hazards associated with illegal discharges including pertinent legal implications.

### i. Compliance Actions

| BMP | Task  | Permit Year Implement/ Complete | Measurable Goal/ Report Item  |
|-----|---|---------------------------------|---|
| 1A  | Identify at least 3 high priority water quality issues that contribute to the discharge of stormwater | Year 1                          | Lists of education/ outreach activities for the high priority water quality issues, # of people reached |
| 1B  | Increase public education on reducing stormwater pollution  | Year 1                          | Lists of education/ outreach activities related to stormwater pollution, # of people reached            |

### ii. Progress towards Goal

The City promote public education and involvement through both online newsletters and the City’s website, [www.fairfaxva.gov](http://www.fairfaxva.gov). Cityscene newsletters, published monthly by the City of Fairfax, contain articles regarding issues such as contractor debris, recycling, and leaf collection. The City’s website is also an excellent educational resource. There, pages can be found addressing resident involvement in protecting water resources, energy saving tips for homeowners, as well as stormwater and stream information. MS4 annual reports submitted since 2009 are also available on the site. The Northern Virginia Clean Water Partners estimated the total public education and outreach program impressions (number of times an advertisement appeared on a computer, television, or mobile device screen) to be over 4 million per year. Education and outreach activities are documented by groups that are in charge of them. Reports of a summary of activities conducted by the Northern Virginia Clean

Water Partners is published annually and is available as an appendix to the Annual Report. Additionally, the City of Fairfax Environmental Sustainability Committee will continue to publish their Annual Report summarizing the activities they organized for public education.

## MCM-2 Public Involvement/Participation

The goals of this minimum control measure are to increase the public’s involvement through a requirement of the City promoting/sponsoring/etc. a minimum of four local activities annually. These activities are aimed at reducing pollutant loads and improving water quality while providing opportunities for local public participation.

### i. Compliance Actions

| BMP | Task   | Permit Year Implement/ Complete | Measurable Goal/Report Item   |
|-----|--|---------------------------------|---|
| 2A  | Provide Online Access to the MS4 Program Plan and Annual Reports | Year 1                          | Date of posted program, confirmation of formats available, verification of web link |
| 2B  | Participate in Four Local Activities                             | Year 1                          | List of local activities in which the City has participated                         |

### ii. Progress towards Goal

The City encourages public participation. Fairfax is a member of the Northern Virginia Clean Water Partners to prevent pollution and manage stormwater. The City has an Environmental Sustainability Committee, composed of six people, that continues to meet the first Wednesday of every month to help the City continue to move in a sustainable direction. The City promotes volunteer work, and every year they hold a Stream Spring Cleanup as well as a Fall Festival promoting environmental awareness. The City’s website outlines different BMPs required of private stormwater facilities as well as a Watershed Management Plan. The City participates in the Federal Emergency Management Agency’s (FEMA) National Flood Insurance Program (NFIP) and has adopted the Chesapeake Bay ordinance. MS4 Annual Reports submitted since 2009 are also available on the City’s website. An example of a planned public participation activity is the rain barrel workshop.

## MCM-3 Illicit Discharge Detection and Elimination

Minimum Control Measure #3 of the general permit involves the various aspects of illicit discharges. The goals of this minimum control measure is to locate and map all outfall or point of discharge locations, perform field screenings to determine and eliminate sources of illicit discharges and prohibit nonstormwater discharges by ordinance or other legal mechanisms.

### i. Compliance Actions

| BMP | Task   | Permit Year Implement/ Complete       | Measurable Goal/Report Item   |
|-----|--|---------------------------------------|---|
| 3A  | Maintain City Storm Sewer System Map                             | Year 1                                | Dates of storm sewer map updates and the current map                                      |
| 3B  | Maintain MS4 Outfall Data Information Table                      | Year 4                                | Dates of MS4 Outfall Data Information Table updates and current data table                |
| 3C  | Conduct System Screening for Illicit Discharge Detection         | Year 1                                | Total number of outfalls screened, screening results, and detail of any follow-up actions |
| 3D  | Investigate and Address Illicit Discharges                       | Implement Revised Procedure in Year 2 | Investigation summary of any suspected illicit discharges                                 |
| 3E  | Notify Downstream MS4 Operators of Any Physical Interconnections | Year 2                                | List of written notifications to applicable downstream MS4 operators                      |

### ii. Progress towards Goal

A template has been developed for the City of Fairfax illicit discharge screening, and an IDDE review was completed in year one in accordance with the permit requirements.

Citizens are instructed to report illicit discharges to the City of Fairfax Fire Marshall or the Police Department. Contact information can be found on the City's website on the "Quick Reference Numbers" page (<http://www.fairfaxva.gov/government/city-manager/quick-reference-numbers>). A spill or release report will then completed and the problem addressed.

Outfalls are screened and a table containing total number of outfalls screened, screening results, and details of any follow-up actions is developed each year for the Annual Report. The City has sent letters to other MS4s notifying them of potential interconnections between their systems and the City's.

A table containing the number of illicit discharges identified and a narrative on how they were controlled or eliminated is included in each Annual Report.

### **MCM-4 Construction Site Stormwater Runoff Control**

Minimum Control Measure #4 of the general permit involves Construction Site Stormwater Runoff. This minimum control measure addresses discharges from land disturbing activities by ordinance, published erosion and sediment control standards, site inspection and other legal measures.

i. Compliance Actions

| <b>BMP</b> | <b>Task</b>  | <b>Permit Year Implement/ Complete</b> | <b>Measurable Goal/Report Item</b>  |
|------------|--|--|---|
| 4A         | Administer City E&S land disturbing permits                                      | Year 1                                 | # of land disturbing activities, # of acres disturbed, # of permits distributed |
| 4B         | City Construction Site Inspection  | Year 1                                 | # of E&S inspections and findings   |
| 4C         | Provide Training for City Construction Site Inspection Staff                     | Year 1                                 | Total # of staff members, # of staff members certified as E & S inspectors      |
| 4D         | Ensure VSMP Permits are Issued for Projects Meeting State Established Thresholds | Year 1                                 | # of grading permits approved, # of VSMP Permits issued                         |

ii. Progress towards Goal

The City of Fairfax provides the following forms for construction sites through the Department of Public Works:

- Erosion and Sediment Control Ordinance Summons
- Inspection Reports
- Notice to Comply
- Notice of Work Permit Suspension
- Stop work Order

Land Disturbance Permits and BMP agreements are approved by the City. The City currently employs four DEQ E&S certified personnel. The City of Fairfax addresses post-construction runoff on new development, development that disturbs 2,500 square feet or greater, but less than one acre, located in a Chesapeake Bay Preservation Area, and new development with more stringent regulatory size thresholds by utilizing inspections and ordinances.

The City of Fairfax addresses required design criteria for stormwater runoff controls in accordance with appropriate water quality and quantity design criteria in Part II of 9VAC25-870, any additional applicable state and local design criteria at project initiation, and any department-approved annual standards and specifications by utilizing inspections and the Public Facilities Manual for the City of Fairfax (available online: <http://www.fairfaxva.gov/government/public-works/public-facilities-manual>).

The City of Fairfax addresses inspection, operation, and maintenance verification of stormwater management facilities not owned by the MS4 operator by requiring the owner to develop a recorded inspection schedule and maintenance agreement allowable under state or local law or other legal mechanism, implementing a schedule designed to inspect all privately owned stormwater management facilities that discharge into the MS4 at least once every five years, enforcing maintenance responsibilities if maintenance is neglected, and utilizing strategies other than maintenance agreements to promote the long-term maintenance of stormwater control measures by utilizing inspections and ordinances.

The City of Fairfax addresses inspection, operation, and maintenance verification of stormwater management facilities owned by the MS4 operator by providing for long-term operation and maintenance, conducting annual inspections, conducting maintenance as necessary by utilizing inspections and ordinances.

The City of Fairfax tracks stormwater management facilities that discharge into the MS4 by creating an electronic database to include the facility type, owner, location, including latitude, longitude and the sixth order hydrologic unit code, acres treated, date brought online, name of any impaired water segments within each HUC, date of the most recent inspection, and whether a maintenance agreement exists.

## **MCM-5 Post-construction Stormwater Management in New Development and in Development on Prior Developed Lands**

Minimum Control Measure #5 of the general permit involves Post Construction Stormwater Management in New Development and Redevelopment. This minimum control measure addresses post construction stormwater runoff by means of design criteria, inspection and documentation.

i. Compliance Actions

| <b>BMP</b> | <b>Task</b>  | <b>Permit Year Implement/ Complete</b> | <b>Measurable Goal/Report Item</b>  |
|------------|--|--|---|
| 5A         | Inspect permanent Post-Construction Stormwater Runoff                                      | Year 1                                 | Annual stormwater management facility inspection summary                        |
| 5B         | Provide Long-Term Maintenance for Operator Owned Facilities                                | Year 1                                 | Long-term City maintenance of stormwater management facilities                  |
| 5C         | Require permanent Management of Post-Construction Runoff                                   | Year 1                                 | Implement and track post-construction stormwater management                     |
| 5D         | Create and Maintain an Electronic Database of All Permanent Stormwater Management Facility | Year 1                                 | Create the required database  |
| 5E         | Maintain City Facility Inspection Database   | Year 1                                 | Track and Report findings and results of facility inspections                   |
| 5F         | Provide Training for City Inspection Staff   | Year 1                                 | Stormwater management facility inspection training agenda and attendance roster |
| 5G         | Develop Methods to Address Individual Residential Lot Special Criteria                     | Year 1                                 | Explanation of enforceable methods, List of educational resources               |

ii. Progress towards Goal

Performance measures for each fiscal year are included in the City's Annual Report. The City sends letters to owners regarding annual maintenance and records all Inspection Reports and Zoning Enforcement forms.

The City will develop stormwater management programs through databases, GIS, and Spreadsheets. These will be updated on an as needed basis in order to remain current with field conditions.

The City continues to educate homeowners on the long-term maintenance of

stormwater control measures designed to treat runoff from individual residential lots.

**MCM-6 Pollution Prevention/Good Housekeeping for Municipal Operation**

Minimum Control Measure #6 of the general permit involves Pollution Prevention/Good Housekeeping for Municipal Operations. This minimum control measure requires the implementation of proper training and standard operating procedures for daily operations tasks to be completed while limiting or eliminating the risk of illicit discharges on municipal facilities.

i. Compliance Actions

| <b>BMP</b> | <b>Task</b>   | <b>Permit Year Implement/Complete</b> | <b>Measurable Goal/Report Item</b>  |
|------------|---|---------------------------------------|---|
| 6A         | Develop SWPPP's for all Identified "High Priority" Facilities   | Complete by end of Year 4             | Identify "High-Priority" Facilities in Year 1, Develop SWPPP by Year 4                            |
| 6B         | Implement Turf and Landscape Nutrient Management Plans (NMPs)   | Year 2                                | Identify areas in Year 1, implement in accordance with schedule per Section II B 6 c (15% Year 2) |
| 6C         | Provide Training Plan for City Staff and Contractors  | Year 1                                | Summary of Training Plan, Summary Report of Training Events                                       |
| 6D         | Develop Written Good Housekeeping and Pollution Prevention Protocols for Daily Municipal operations and Maintenance | Year 2                                | Written good housekeeping and pollution prevention protocols                                      |

ii. Progress towards Goal

The City of Fairfax addresses operations and maintenance activities by minimizing or preventing pollutant discharge from daily operations, equipment maintenance, pesticides, herbicides, and fertilizers utilizing inspections and regulations. A single high priority facility was identified.

A GIS analysis and consultation with Fairfax Parks and Recreation was performed to identify all lands owned by the City where nutrients are applied to a contiguous area greater than one acre. Nutrient Management Plans were developed and are implemented by the City.

A training plan was created, and includes specific departments and positions who must receive training, as well as a list of example training events. The training plan also includes a section on contractor compliance.

The City of Fairfax encourages recycling and waste reduction, and a recycling rate report is completed every year. The city collects refuse and recyclable items from all single family homes once a week at no charge; businesses are required to provide a recycling system for their occupants, employees, and vendors. Leaf pickup is also provided by the City. Literature and regulations regarding recycling procedures can be found on the City's website on the "Refuse & Recycling" page (<http://www.fairfaxva.gov/government/public-works/operations-division/refuse-recycling>).