

**NAME Maintenance District Garage**

**STORMWATER POLLUTION PREVENTION PLAN**



Address

**Date Written: Last Update:**

**Facility Number: FIT ####**

**Link to online SWPPP:**

**<https://outside.vermont.gov/agency/VTRANS/external/docs/stormwater/Forms/AllItems.aspx>**

Table of Contents

[Table of Contents 2](#_Toc532204681)

[1. Pollution Prevention Team 5](#_Toc532204682)

[2. Site Description 7](#_Toc532204683)

[2.1. Facility Information 7](#_Toc532204684)

[2.2. Narrative Site Description 7](#_Toc532204685)

[2.3. Description of Receiving Waters 9](#_Toc532204686)

[2.4. Inventory of Exposed Materials and Potential Pollutant Sources 10](#_Toc532204687)

[2.5. Inventory of Past Spills and Leaks 11](#_Toc532204688)

[3. Non-Stormwater Discharges 12](#_Toc532204689)

[3.1. Certification of Non-Stormwater Discharges 12](#_Toc532204690)

[3.2. Allowable Non-Stormwater Discharges 12](#_Toc532204691)

[4. BMP Identification 12](#_Toc532204692)

[4.1. Source Protection BMPs 12](#_Toc532204693)

[4.2. Area Specific BMPs 12](#_Toc532204694)

[Fueling (Portable) 13](#_Toc532204695)

[Vehicle and Equipment Maintenance 14](#_Toc532204696)

[Vehicle and equipment washing 14](#_Toc532204697)

[4.3. Site-wide BMPs 15](#_Toc532204698)

[4.4. Spill Response 16](#_Toc532204699)

[4.5. Vehicle and Equipment Washing 17](#_Toc532204700)

[4.6. Sediment and Erosion Control 17](#_Toc532204701)

[4.7. Structural BMPs 17](#_Toc532204702)

[5. BMP Implementation 17](#_Toc532204703)

[5.1. Employee Training 18](#_Toc532204704)

[6. Monitoring Requirements 18](#_Toc532204705)

[6.1. Quarterly Visual Monitoring 18](#_Toc532204706)

[6.2. Routine Facility Inspection 19](#_Toc532204707)

[6.3. Benchmark Monitoring 19](#_Toc532204708)

[6.4. Effluent Limitations 19](#_Toc532204709)

[6.5. Monitoring Associated with Discharges to Impaired Waters 19](#_Toc532204710)

[7. General Requirements 20](#_Toc532204711)

[7.1. Record Keeping and Reporting 20](#_Toc532204712)

[7.2. Maintaining the Updated SWPPP 20](#_Toc532204713)

[7.3. Certification 20](#_Toc532204714)

**Introduction & Regulatory Background**

**Introduction:**

This Stormwater Pollution Prevention Plan (SWPPP) covers the operations at the NAME State District Garage in TOWN, VT. This SWPPP describes the facility and its operations, develops an inventory of potential pollutant sources, identifies controls and best management practices (BMP’s) for reducing the discharge of pollutants in stormwater runoff, and outlines measures for implementing and reviewing this plan.

**Regulatory Background:**

The Transportation Separate Storm Sewer System (TS4) General Permit covers stormwater discharges from all Vermont Agency of Transportation (VTrans) owned or controlled impervious surfaces. This includes VTrans owned or controlled state highways, sidewalks, multi-use pedestrian paths, welcome centers, airports, gravel pits, mineral mines, maintenance facilities, park & rides, truck weigh stations, and other impervious surfaces as well as VTrans-owned facilities leased to third parties, including welcome centers and airport facilities (hangers and terminals). The TS4 excludes rail lines, rail yards, and public transit facilities.

The TS4 combines the stormwater requirements for VTrans associated with its designated regulated small municipal separate storm sewer systems (MS4s), industrial activities commonly regulated under the Multi-Sector General Permit (MSGP), and previously permitted, new, redeveloped, and expanded impervious surfaces commonly regulated under State Operational Stormwater permits.

The Stormwater Pollution Prevention Plan (SWPPP) satisfies the required documentation to comply with TS4 regulations. The plans will serve as a component of the larger Stormwater Management Plan (SWMP), which is part of the TS4 permit application requirements.

This Storm Water Pollution Prevention Plan (SWPPP) will:

* Identify the SWPPP Administrator, Team Leader, and Team Member(s) with contact information and a list of their responsibilities
* Describe the facility, with information on location and activities, a site map, and a description of the storm water drainage system
* Identify potential storm water contaminants
* Describe stormwater management controls and various Best Management Practices (BMPs) needed to reduce pollutants in stormwater discharges
* Describe the facility’s monitoring plan
* Describe the implementation schedule and provisions for amendment of the plan

 **Stormwater:**

Stormwater runoff occurs when rainwater or snowmelt flows over the ground. Stormwater can pick up pollutants such as oil, grease, chemicals, nutrients, metals and bacteria, and then carry these pollutants into stormwater systems or directly into lakes, streams, rivers or wetlands. The management of stormwater runoff is at once a simple concept and a complex problem. Precipitation runs off impervious surfaces rather than infiltrating naturally into the soil. The cumulative impact resulting from the increased frequency, volume, and flow rate of stormwater runoff events can lead to destabilization of downstream channels and can also result in increased wash-off pollutant loading to receiving waters.

Precipitation runoff from construction and land disturbance activities are also considered Stormwater Runoff, including: clearing, grading, excavation, stockpiling of fill material and other activities, which expose soil related to projects that build, expand or replace or demolish something (such as a home, a store, a golf course, a road, etc.). The U.S. Environmental Protection Agency (EPA) does not include routine earth-disturbing activities that are part of the day-to-day operation of a completed facility, such as landscape maintenance or the grading of existing gravel roads.

Stormwater runoff from land disturbed by human activities can have a detrimental effect on the quality of surface waters. Such runoff may contain high levels of contaminants, such as sediment, suspended solids, nutrients (e.g. phosphorus and nitrogen), heavy metals, oil and grease, other toxins, pathogens or organic materials. After a rainfall event or during snowmelt, stormwater runoff carries pollutants into nearby Waters of the US (e.g. wetlands, streams, rivers, lakes, estuaries, and oceans). Either individually or combined with other pollutants, these discharges impair water quality which may then place beneficial uses and habitat at risk.

In addition to pollutants picked up by stormwater runoff from a rainfall event or snow melt, discharges from a storm water system may also contain wastes or wastewaters from “non-stormwater” sources, also referred to as “illicit discharges”. Sources of illicit discharges can include: sanitary wastewater illegally connected to a storm drain system; effluent from septic tanks; runoff from vehicle washing and other industrial wastewaters; improper disposal of vehicle maintenance toxics (such as used motor oil, fuel, lubricants, and paint); and spills from fueling stations, storage facilities, or other industrial activity.

# Pollution Prevention Team

The Pollution Prevention Team (PPT) will oversee development, implementation, and revision of the SWPPP and ensure that it follows the permit requirements.

**VTrans Stormwater Program Administrator:**

**Name ,Stormwater Technician**

Water Quality Unit, Pollution Prevention & Compliance

Support Services Bureau (SSB) Highway Division

Vermont Agency of Transportation (VTrans)

Dill Building, 2178 Airport Road – Building A, Barre, VT 05641

Email: name@vermont.gov

Cell (802) xxx-xxxx

Responsibilities:

1. Signatory authority
2. Administers overall compliance with Vermont MSGP Program with input from PPT Leader.
3. Facilitates initial site assessment, identification of BMP’s and implementation of SWPPP.
4. Conducts annual on-site compliance review inspections and evaluations to measure SWPPP effectiveness and makes recommendations for Program improvements.
5. Conducts annual refresher training to PPT Leader.
6. Collects quarterly visual inspections for record keeping and tracking.
7. Updates SWPPP as needed.

**Pollution Prevention Team (PPT) Leader:**

**NAME/Title**

Address:

Email: @vermont.gov

**Alternate:**

**Name/Title**

Address:

Email: @vermont.gov

Responsibilities:

1. Coordinate and implement employee and personnel training to those who are in contact with industrial activities and materials.
2. Conducts quarterly visual inspections and submits them to the program administrator.
3. Coordinate and implement regular site inspections and ongoing maintenance for Good Housekeeping Measures, BMPs, Pollution Prevention Measures, Spill Prevention Plans, and others.
4. Conduct regular evaluations to measure the effectiveness of the SWPPP and makes recommendations to the SWPPP Program Administrator on SWPPP improvements.
5. Conduct regular site inspections identifying pollutant sources and risks and take corrective actions to eliminate or minimize risks. Additional pollutant sources and risks (including corrective actions taken) must be reported to the SWPPP Program Administrator for inclusion in the SWPPP.
6. Serve as primary “Spill Response Coordinator” and conducts all required inspections, maintenance, and reporting under the “Spill Prevention Plan” in coordination with and under the direction of the VTrans Operations Hazardous Materials & Waste Coordinator (see contact information under Spills, Hazardous Materials and Waste Management).
7. Maintain spill response materials in good working order.
8. Maintain spill response equipment inventory.
9. Provide access to the online SWPPP when needed
10. Aid the VTrans MSGP Program Administrator.

# Site Description

## Facility Information

Full Address: 756 Belvedere Road, Town, VT Zip\_\_\_\_\_\_\_\_\_\_\_\_\_

Latitude: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Longitude: \_\_\_\_\_\_\_

SIC Code(s): \_\_\_\_\_\_4512-4581 or 1442 MSGP Sector: S or J

 Facility Operator Contact Information (same as “PPT Leader”):

**NAME/Title**

Address:

Email: @vermont.gov

**Alternate:**

**Name/Title**

Address:

 Email: @vermont.gov

## Narrative Site Description

**General Description**

The facility is located on an approximately # acres parcel owned by VTrans in TOWN, Vermont. The site includes open storage areas, parking areas, and # buildings resulting in approximately # acres of impervious surfaces, representing approximately #% of the site.

DESCRIPTION OF SURROUNDING AREA AND RECEIVING WATERS

Refer to the Site Map for more information.

**Stormwater Conveyance and Discharge Points**

The stormwater conveyance system for the garage consists of overland sheet flow. There is no closed drainage on the site besides a drive culvert for the yard. The drainage discharge points have been mapped and are shown on the Site Plan of this SWPPP. Those discharge points are as follows:

DESCRIPTION OF SITE’S GENERAL STORMWATER CONVEYANCE

Discharge Point #1:

 DESCRIPTION OF DISCHARGE

DESCRITPTION OF OPERATIONAL PERMITS IF THERE ARE NONE USE THE FOLLOWING:

There are no operational stormwater permits for this garage.

**Operations**

The facility has # buildings which include a garage, two cold storage buildings (one contains brine tanks), a salt shed, and an outdoor wood shed with a wood furnace. The garage has regular operating hours between 7 am – 3:30 pm on weekdays (M – F). Intermittently during the winter or other major storms, the garage has operations that occur 24 hours a day.

**Fueling & Fuel**

DESCRIPTION OF FUEL ONSITE AND ANY FUELING THAT TAKES PLACE

**Deicing**

DESCRIPTION OF DEICING MATERIALS, STORAGE LOCATIONS, STORAGE TYPES AND QUANITIES (TONS & GALLONS) .

**Maintenance Activities**

Equipment repair and maintenance takes place in the designated maintenance area within the main garage. It is within this area that engine oil, lubricants, fluids, coolants and cleaning solvents are stored. Spill procedures are in place for this garage.

**Washing**

DESCRIPTION OF WASHING AREAS AND WHERE WATER FLOWS

**Floor Drains**

DESRIPTION OF FLOOR DRAINS, HOW MANY, TYPE, AND WHERE THEY DRAIN

The floor drain in the main garage drains to a homemade oil/water separator that is cleaned regularly. The sediment and sludge is shoveled out and stored in barrels to be disposed of as hazardous waste. The oil water separator drains to a grass ditch.

**2.2. General Location Maps**

TS4 SWPPP Site Map:

This map contains information included but not limited to permit location and limits, floor drains, wash areas, fueling areas, brine activity, stormwater permit treatment, and other permitted required information.

<http://vtrans.maps.arcgis.com/apps/webappviewer/index.html?id=a8e738fcea314a96a56dac4d7716a100>

TS4 SWPPP General Map:

This map contains information included but not limited to permit location and limits, VTrans reported spills, uncommon species, endangered species, and other permitted required information.

<http://vtrans.maps.arcgis.com/apps/webappviewer/index.html?id=7dd4d217cce14a8a9b1555dbc1ceb25e>

## Description of Receiving Waters

Receiving Water Name: Unnamed Tributary to Allen Brook;

Discharge Points: 1

Applicable Vermont Water Quality Standards: Class B

Impaired Status: No

## Inventory of Exposed Materials and Potential Pollutant Sources

Table 1: Inventory of Site Areas and Activities Exposed to Stormwater

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Map Key** | **Activity/ Area of the facility** | **Significant Materials** | **Amount (Approx.)** | **Discharge Point** |
|
| Open Storage | Outdoor storage of equipment & materials  | Oil, heavy metals, organics | Amounts contained within equipment |  |
| Washing Areas | Washing of vehicles  | Vehicles and the fuel they carry | Amounts contained within vehicles |  |
| Vehicles hydraulic fluid | Amounts contained within vehicles |
| Parking | Outdoor parking of vehicles | Sand/salt | Applied as needed for winter conditions |  |
| Vehicles and the fuel they carry | Amounts contained within vehicles |
| Anti-Icing | Tank Storage | Magnesium Chloride MolassesSodium Chloride | Number of Tanks and Amount in each |  |
| Brine & Salt | Storage | Salts | Number of Tanks and Amount in eachAmount in shed |  |
| Granular Storage | Areas of stockpiled sand, gravel, crushed stone | Sediment | Varies |  |
| Woods(unlabeled) | Tree Clearing | Chain saw and the fuel within the saw | 10 gallons |  |
| Woods(unlabeled) | Tree Clearing | 100-unlead | 12,000 gallons |  |
| Fuel Farm | Fueling of aircraft | Bar chain oil | 2 gallons |  |

Table 2: Significant Materials Used Onsite

|  |  |  |
| --- | --- | --- |
| **Trade Name Material** | **Chemical/ Physical Description** | **Stormwater Pollutants** |
| Diesel Fuel | Clear yellowish liquid | Petroleum distillate, oil & grease, naphthalene, xylene |
| Engine Oil | Amber liquid petroleum hydrocarbon | Petroleum distillate, mineral oil, heavy metals |
| Lubricants | Black oily liquid hydrocarbon | Oil & grease, lead, cadmium |
| Hydraulic oil/fluids | Brown oily petroleum hydrocarbon | Mineral oils |
| Brake fluid | Dark colored liquid, glycol-based | Ethylene glycol |
| Antifreeze/coolants | Clear green/yellowish liquid | Ethylene glycol, propylene glycol, heavy metals |
| Transmission fluid | Red liquid | Mineral oil, glycols, heavy metals, petroleum distillates |
| Unleaded gasoline | Clear liquid with strong hydrocarbon odor | Hydrocarbons, toluene, ethyl alcohol, xylene, ethylbenzene, benzene, naphthalene |
| Anti-Icing AdditivePro Melt | Clear amber (available as blue and orange)  | Magnesium ChlorideIMP-AP |
| Salt | White, gray, pink, blue crystalline powder or granules | Sodium Chloride |
| Brine | Clear or Brown liquid | Sodium Chloride |

## Inventory of Past Spills and Leaks

There have been no reported or known spills or leaks at this garage. Minor leaks are cleaned with drip pans, pads, and rags.

# Non-Stormwater Discharges

## Certification of Non-Stormwater Discharges

There are no known or observed non-stormwater discharges leaving this facility.

## Allowable Non-Stormwater Discharges

There are no known or observed non-stormwater discharges leaving this facility.

# BMP Identification

## Source Protection BMPs

Preventative maintenance– Vehicles and equipment to be used at the garage are to be kept in good working order with attention paid to ensure that any leaks are promptly taken care of.

Good Housekeeping – Maintenance of vehicles and equipment to be conducted in designated areas that are kept free of clutter and debris. Significant materials to be labeled, organized, and placed within containment as appropriate.

Spill response – There is a Spill Prevention Plan in place for the garage which includes procedures to minimize the contamination associated with any spills or leaks that may occur on the site.

## Area Specific BMPs

**Gravel Access Drive**

|  |  |  |
| --- | --- | --- |
| **BMP** | **Implementation Date** | **Responsible Party** |
| Good Housekeeping: Gravel access drive to be maintained with a stable, non-erosive surface that is grades to ensure water will flow to vegetated areas and detention areas. | December 2006 | VTrans PPT Leader |

**Woods**

|  |  |  |
| --- | --- | --- |
| **BMP** | **Implementation Date** | **Responsible Party** |
| Good housekeeping: Refuel chainsaws with fuel and oil to be done on absorbent pads with attention to be paid to minimize spills. | December 2006 | VTrans PPT Leader |

**Open Areas**

|  |  |  |
| --- | --- | --- |
| **BMP** | **Implementation Date** | **Responsible Party** |
| Good grading practices: In areas where gravel and earth material are being extracted, the method of grading and excavation will be such that the open areas and exposed slopes are draining to contained areas that will not result in a stormwater discharge. | December 2006 | VTrans PPT Leader |
| Vegetation: Areas and sloped are to be seeded where it is known that no further extraction is expected | December 2006 | VTrans PPT Leader |

### Fueling (Portable)

|  |  |
| --- | --- |
| **BMP** | **Responsible Party** |
| Discourage topping off fuel tanks | VTrans PPT Leader |
| Keep spill kits readily available | VTrans PPT Leader |
| Use dry cleanup methods for spills | VTrans PPT Leader |
| Use proper spill control methods as defined in the Garage’s Spill Prevention Plan | VTrans PPT Leader |

### Vehicle and Equipment Maintenance

|  |  |
| --- | --- |
| **BMP** | **Responsible Party** |
| Regularly check for leaking fluids and use pans to collect leaks that do occur | VTrans PPT Leader |
| Do not pour waste fluids into drains | VTrans PPT Leader |
| Segregate and label waste materials | VTrans PPT Leader |
| Encourage recycling of waste fluids, oils, engines, and batteries | VTrans PPT Leader |
| Encourage use of non-toxic materials when feasible | VTrans PPT Leader |
| Conduct maintenance operations in designated locations and under cover | VTrans PPT Leader |

### Vehicle and equipment washing

|  |  |
| --- | --- |
| **BMP** | **Responsible Party** |
| Limit washing to designated areas | VTrans PPT Leader |
| Encourage use of non-toxic cleaning agents when possible | VTrans PPT Leader |

## Site-wide BMPs

|  |  |
| --- | --- |
| **BMP** | **Responsible Party** |
| Store significant materials under cover, to the extent possible | VTrans PPT Leader |
| Long-term parked vehicles and equipment will be checked for fluid leaks periodically. | VTrans PPT Leader |
| Clean spills up immediately using dry methods. Spill areas are never washed down with water | VTrans PPT Leader |
| Spring inspections will be conducted to check for snowmelt areas and cleanup of left-over debris. | VTrans PPT Leader |
| Conduct reporting under EPA Tier II Chemical Inventory Reports | VTrans District Staff |
| Store significant materials under cover, to the extent possible. Keep yard free of debris | VTrans PPT Leader |
| Grade, berm, or curb areas where pollutants are stored to minimize exposure to stormwater | VTrans PPT Leader |
| Long-term parked vehicles and equipment will be checked for fluid leaks periodically. Any leaky vehicle should use drip pans and absorbents.  | VTrans PPT Leader |
| Spring inspections will be conducted to check for snowmelt areas and cleanup of left-over debris. | VTrans PPT Leader |
| Conduct reporting under EPA Tier II Chemical Inventory Reports | VTrans PPT Leader |
| Sweep when needed to reduce the discharge of sediment. When washing down areas, let the water sheet flow over vegetation | VTrans PPT Leader |
| Keep dumpster lids closed. Dumpsters with no lids should have secondary containment, berm, graded sheet flow to vegetation, or curbing | VTrans PPT Leader |
| Clean catch basins when sediment reaches 2/3 of sump depth. Clean culverts to be clear of trash and sediment. | VTrans PPT Leader |
| Stabilize erosion areas leading to surface water immediately | VTrans PPT Leader |

## Spill Response

**Spills, Hazardous Materials and Waste Management**

In the event of a spill or any hazardous material questions, contact the VTrans Maintenance and Operations Hazardous Material Coordinator(s).

Maintenance and Operations Hazardous Material Coordinator(s) Responsibilities:

1. Administers Spill Prevention Plan and other Hazardous Materials and Waste Management activities to ensure regulatory compliance under all applicable Federal and State Programs.
2. Provides annual site inspections and training for all Hazardous Materials and Waste Management activities.

**Rosa Mastrocola,**

**Hazardous Materials & Waste Coordinator**

Hazmat & Waste Management Unit

Pollution Prevention & Compliance

Support Services Bureau (SSB) HWY Division

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**Andy Shively,**

**Hazardous Materials & Waste Coordinator**

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The SWPPP will be modified within 14 days of knowledge of a spill to include information regarding the nature, date, and cause of the release. The plan will be modified with measures to prevent reoccurrence and to improve response.

The site has a separate spill prevention plan specific to the facility and all employees receive training on spill prevention and response. The spill prevention plan, in part, includes information on the following topics:

FUELING

At all times fueling operations will be monitored. At no time will the fuel delivery hose be left unattended. Any overfill will be immediately reported to a supervisor.

SPILLS

All Agency resources will be used to minimize the impact of a spill, using absorbent pads and booms. Sand will be used for emergency dikes. All employees of this facility are made aware of this plan. All spills over two gallons must be reported to a VTrans Hazardous Material Coordinator.

Environmental Products & Services, (802) 862-1212, can be used for spills beyond the ability of the on-site personnel to mitigate. Burlington Branch

273 Commerce St. Williston, VT 05495

## Vehicle and Equipment Washing

There is washing of vehicles in designated areas only. Washing is restricted to designated areas to provide adequate and appropriate treatment and disposal. Wash water from washing area flows over vegetated terrain. Wash water does not reach a discharge point.

## Sediment and Erosion Control

Prior to beginning a construction project disturbing greater than one acre the facility will contact the Project Delivery Bureau Environmental Section to determine if a construction general permit (CGP) is necessary.

The primary control measure that will be utilized to prevent and address erosion areas includes maintaining stable ground surfaces with good grass or vegetated cover for unpaved areas of the airport.

## Structural BMPs

With no operational stormwater discharge permits for this facility, no specific structural BMPs were identified for the site.

# BMP Implementation

## Employee Training

**Topics to be included in employee training:**

* Introduce Pollution Prevention Team and discuss need for the SWPPP
* Spill response procedure
* Review of past spills
* Review of good housekeeping procedures
* Proper material handling procedures
* Proper disposal or recycling of materials
* Be sure employees know where cleaning materials and spill kits are located
* Review sources of stormwater pollutants used onsite
* Familiarize employees with drainage routes near areas where industrial materials are handled
* Review of site specific BMP’s, their maintenance requirements and need for additional BMP’s.
* Review monitoring, inspection, record keeping, and reporting requirements.

All members of the Pollution Prevention Team will be trained annually. Members of the PPT will ensure that all new employees that work with industrial materials or activities are trained to implement control measures and follow BMP’s outlined in this SWPPP. Records of attendance are to be kept with this plan.

# Monitoring Requirements

Ultimately, the goal of this SWPPP it is to protect the quality of water resources. To evaluate the effectiveness of the measures described here, the following monitoring activities will be conducted on the stormwater discharges. Monitoring results will be used to regularly reassess the impact of pollutant sources and the need for best management practices (BMPs). The SWPPP will be updated and improved throughout the term of the permit and these updates will be informed by the results of monitoring. All monitoring results and SWPPP modifications shall be kept in the SWPPP.

## Quarterly Visual Monitoring

Each discharge point on the site will be examined each quarter by the VTrans PPT Leader for evidence of contamination during a runoff event. Monitoring will take place within the first 30 minutes of a precipitation or snowmelt event if possible, but no more than 60 minutes after onset. Precipitation events must be greater than 0.1 inches in magnitude and occur at least 72 hours after the last runoff producing event.

## Routine Facility Inspection

During normal facility operating hours each quarter you must conduct inspections of areas of the facility covered by the requirements in this permit, including the following:

* Areas where industrial materials or activities are exposed to stormwater;
* Areas identified in the SWPPP and those that are potential pollutant sources;
* Areas where spills and leaks have occurred in the past three years;
* Discharge points; and
* Control measures used to comply with the effluent limits contained in this permit.

## Benchmark Monitoring

Benchmark monitoring at this Airport is not required as this facility does not exceed the threshold of using more than 100,000 gallons of glycol-based deicing/anti-icing chemicals and/or 100 tons or more of urea on an

average annual basis. Should this threshold be surpassed then Benchmark Monitoring would be required.

During the first four quarters of the permit, benchmark monitoring will be conducted for the parameters described in the following table:

|  |  |
| --- | --- |
| **Parameter** | **Benchmark Cutoff Concentration** |
| Total Suspended Solids | 100 mg/L |
| Nitrate plus Nitrite Nitrogen | 0.68 mg/L |

These parameters and associated benchmarks are outlined in the MSGP and are specific to Sand and Gravel Mining operations. The results of all benchmark monitoring will be submitted to the Agency using a Discharge Monitoring Report (DMR).

Discharge Monitoring is not required at VTrans District Garages

## Effluent Limitations

There are no effluent limitations with this site.

## Monitoring Associated with Discharges to Impaired Waters

The facility does not discharge to impaired waters.

# General Requirements

## Record Keeping and Reporting

The SWPPP will be maintained online at the following link: <https://outside.vermont.gov/agency/VTRANS/external/docs/stormwater/Forms/AllItems.aspx>. Records pertaining to inspections, monitoring, employee trainings, and spills will be saved at the online location above. These records must be retained for at least five years after the expiration of the permit. This plan will be made available upon request to the Agency, operator of a municipal separate storm sewer receiving the discharge, and to the public if requested in writing to do so.

## Maintaining the Updated SWPPP

This SWPPP will be amended if inspections or monitoring should indicate a deficiency, or Agency personnel determine that it is not effective at controlling stormwater pollutant discharges. The plan will also be amended if changes occur to the facilities layout or operations.

## Certification

*I certify under penalty of law that this document and all attachments were*

*prepared under my direction or supervision in accordance with a system*

*designed to assure that qualified personnel properly gather and evaluate*

*the information submitted. Based on my inquiry of the person or persons*

*who manage the system, or those persons directly responsible for*

*gathering the information, the information submitted is, to the best of my*

*knowledge and belief, true, accurate, and complete. I am aware that there*

*are significant penalties for submitting false information, including the*

*possibility of fine and imprisonment for knowing violations.*

**Name (print):**

**Title: SSB Stormwater Technician**

**Signature:**

**Date Signed:**