Old Dominion University
MS4 Program Plan

Administered by
Environmental Health and Safety Office

Revised: November 2015
Plan Objective

The purpose of this Municipal Small Storm Sewer System (MS4) Program Plan is to develop, implement, and enforce strategies designed to reduce the discharge of pollutants from the Old Dominion University (ODU) campus to the maximum extent possible, and to meet the requirements of our Small MS4 General Permit, the Clean Water Act, and associated regulations. Ultimately, ODU seeks to protect the water quality of adjacent local waters and the Chesapeake Bay by employing appropriate Best Management Practices (BMPs) that will allow us to do so in an efficient and effective manner.

1.0 Public Education and Outreach on Stormwater Impacts

ODU has implemented a public education program using several Best Management Practices which provide educational materials to the university community and general public related to the impacts of stormwater discharges to local waters. These programs also provide information about what the community can do to reduce the amount of pollutants that enter our storm sewer system.

1.1 High Priority Water Quality Issues

Old Dominion University’s high priority water quality issues include: nutrient management; runoff from vehicles that visit campus; litter debris; and sediment deposition.

1.1.1 Nutrient Management

Nutrient Management at Old Dominion University follows the guidelines established in the Nutrient Management Plan for application of fertilizers to University lands. All practices incorporated in the plan are designed to prevent nutrients from entering the storm sewer system while providing for the appropriate levels of nutrients for each turf type and functional use.

1.1.2 Petroleum Releases

Approximately 21,000 parking passes are issued to faculty, staff, and students annually. Because of this large number of vehicles traveling to campus the potential for illicit discharges of automotive fluids is significant.

1.1.3 Litter and Debris Discharges

Litter and debris are an issue with any community. ODU’s population of students, faculty, and staff is at or near 27,000 people and the addition of visitors to campus for extracurricular activities makes the potential for litter and debris discharges a major concern for the campus. We will employ several educational outreach efforts to inform as many as possible.

1.1.4 Sediment Deposition

The ODU campus falls within the boundaries of the Chesapeake Bay Watershed, and is therefore subject to permit requirements regarding the Chesapeake Bay Total Maximum Daily Loads (TM DLS) for pollutants such as nitrogen, phosphorus, and sediments.
Erosion and sediment control is maintained by contractors who perform work involving land disturbing activities. Inspections of permitted sites are performed, as required, by the City of Norfolk. ODU’s Department of Design and Construction has two full time site inspectors who visit active sites daily and report any findings of transgression to the site superintendents for immediate action.

1.2 Educational and Outreach Efforts

Old Dominion University’s population is near 27,000 people and so we will employ various methods of outreach to inform as much of the campus community as possible about the importance of preventing and reporting illicit discharges. We will also promote awareness and general understanding of the impact that stormwater has on our surrounding navigable waters and the Chesapeake Bay.

1.2.1 Educational Pamphlets

To educate our campus community we have developed pamphlets to be added to the sale of each parking pass and each new employee package that will inform the community of how to identify, prevent, and report illicit discharges. These pamphlets will also be distributed at various university events.

1.2.2 Public Service Announcements

ODU performs public service announcements through various outlets in an effort to reach the broadest base of the community as possible. These outlets include announcements that run on the informational screens of the student center (Webb Center), door hangers/refrigerator magnets delivered to dorm rooms that include a number for reporting illicit discharges, and information posted to the University Announcements/Student Announcements posting system to remind the community about the importance of reducing the amount of runoff that we contribute through everyday activities such as car washing. The system is mainly used for general announcements to the community regarding university events and educational points that are pertinent to a broad base of the university community.

1.2.3 Stormwater Website - <http://ww2.odu.edu/af/ehs/about/stormwater.shtml>

Old Dominion University’s Stormwater Pollution Prevention Website includes information pertaining to how ODU implements activities that reduce the amount of runoff and pollutants that may affect our local waters. Specifically, there is information about what stormwater runoff is and how it can negatively impact local waters, our MS4 General Permit, ODU’s Stormwater Master Plan, ODU’s MS4 Annual Report, and activities our community can engage in to prevent illicit discharges of any kind.

1.1.4 Stormdrain Marking

All ODU storm drain inlets are marked with manufactured markers that display the ODU logo and the phrase “only rain down the storm drain”. These markers
have been put in place by student volunteers, and an annual sweep of campus is performed to replace damaged or missing markers, and to place markers in any areas where construction has created new inlets.

2 Public Involvement/Participation

2.1 Sustainability Committee

ODU aims to be a more sustainable institution. The Sustainability Committee was formed with the goal of facilitating progress toward more sustainability in all areas of the university operations. This university-wide committee brings together representatives of administration, faculty, staff, and students to identify where ODU can take measures to reduce resource usage, make resource usage more efficient, increase social capital, and enhance the impact of ODU on its socio-ecological environment.

2.2 Blue Goes Green Week

Members of the Sustainability Committee along with other university organizations combine forces to produce the activities that take place during ODU’s Blue Goes Green Week. Examples of activities that take place include volunteer opportunities for shoreline cleanups, tree or wetland plantings, trash audits, and blood or bone marrow drives. There is also a vendor fair for local businesses and poster presentations promoting research and operational green initiatives that occur on campus.

2.3 Recycling Activities

The Recoverable Resources Division strives to remove as much recyclable material from the university waste stream as possible and is always looking for opportunities to increase the volume, diversity, and quality of recyclables. All members of the campus community are provided with recycling opportunities and are encouraged to participate. Annually, the division removes in excess of 1.5 million pounds of recyclable materials.

3 Illicit Discharge Detection and Elimination

Old Dominion University is comprised of approximately 168 acres of land situated on the east and west side of Hampton Boulevard in Norfolk, Virginia. The Campus has three major outfalls draining to the Elizabeth River and two draining to the Lafayette River. Due to the broad expanse of ODU’s footprint on the City of Norfolk it is important that ODU has an IDDE plan to address potential releases to adjacent navigable waters impacted by regulations of the Chesapeake Bay Preservation Act.

3.1 IDDE Plan - Appendix B

3.2 Illicit Discharge Inspection Protocol

With the exception of the Field Screening and Data Analysis section of the IDDE Plan, all other sections will remain applicable. Inspections will be performed at least annually during periods of dry weather, at a minimum of 48 hours after a rain event. Inspections will take place at the 9 outfalls and 5 nodes of the campus storm sewer system. Parameters for inspection will include Wet or Dry, General Condition, Noted Odor, Sheen Present, Debris Present, and Comments
regarding any other noted conditions. Should any parameters fall outside of noted good conditions, the actions specified in the IDDE Plan shall be put in motion.

4 Construction Site Stormwater and Runoff Control

4.1 Plan Review

ODU’s Department of Design and Construction hires a design team including civil engineers who develop the site plan, Stormwater Plan, and Erosion and Sediment (E&S) Control Plan. Both the Stormwater Plan and E&S Control Plan are submitted for review and approval to the City of Norfolk which serves as both the VSMP and VESCP Authority for ODU. All plans are also submitted to the Department of General Services Bureau of Capital Outlay Management (BCOM) for review. Acting for the state Building Official, BCOM reviews and approve all construction documents for state agencies and issues building permits. The city of Norfolk, however, issues all land disturbance permits which must be obtained by the general contractor. City of Norfolk officials hold a pre-construction meeting with ODU and the contractor for the project to inspect approved E&S controls once they are in place. Assuming the E&S controls are satisfactorily installed, the city then issues a land disturbance permit for the project; from that point on the contractor is responsible for maintaining copies of the approved plans on-site along with the project’s stormwater pollution prevention plan (SWPPP).

4.2 Inspection and Compliance/Enforcement Activities

The City of Norfolk (as both the VESCP and VSMP authority) is responsible for conducting compliance inspections at the required frequency. Ultimate compliance oversight is by ODU as the MS4 operator. The Department of Design and Construction has two FTEs dedicated to construction inspections, and those inspectors are at the construction projects on a daily basis. The City of Norfolk has enforcement capability as the VESCP Authority. ODU also has the ability to enforce through its contract language with the operator of the project.

5 Post-construction Stormwater Management

ODU maintains a list of all stormwater management facilities in its inventory (See 5.1 below). All of the established facilities are maintained by ODU departmental staff and/or contractors based on the required maintenance. General upkeep and litter/debris removal is done by ODU, and more extensive maintenance and inspections are performed by contractors. As a state agency, ODU must follow the State review process for development and/or redevelopment. All submissions are subject to review by the Bureau of Capital Outlay Management (BCOM) and the Department of Environmental Quality (DEQ). This review process ensures that the required approvals and permits are obtained prior to construction and are done so in accordance with the Virginia Stormwater Management Act (VSMA).
### 5.1 Database of BMPs and Inspection Logs

<table>
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<tr>
<th>Date Installed</th>
<th>BMP Name</th>
<th>Practice Description</th>
<th>Total Acres Treated</th>
<th>Measurement Unit</th>
<th>Amount Applied</th>
<th>Latitude</th>
<th>Longitude</th>
<th>HUC 12</th>
<th>Inspect Date</th>
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5.2 Inspection and Maintenance

All BMPs will be inspected at least annually to ensure their proper operation and function as originally designed. Maintenance will be performed as necessary based on data gathered from inspections performed by ODU staff and/or licensed contractors.

6 Pollution Prevention/Good Housekeeping

6.1 Lawn Maintenance

Lawn maintenance (cutting/trimming) activities are controlled by the Grounds Divisions of Facilities Management. All clippings and trimmings are collected and stored for composting. All materials gathered are put in a designated dumpster and the dumpster is taken by a contractor to be composted.

6.2 Nutrient Management Plan - Appendix D

6.3 Fleet Maintenance

University vehicles are maintained twice annually by the Motor Pool Department and they are checked for any leaking fluids. ODU has a work order system in place so that operators or individual departments can request service if any leaks develop in the interim. Any spills of automobile fluids are reported to the Environmental Health and Safety Office and cleaned up immediately. Motor Pool personnel are required to attend Spill Prevention Control and Countermeasure training, and Storage Tank Operator Training.

6.4 Car Washing

All washing of university vehicles is done in a closed wash bay that has a drain connected to the sanitary sewer. No vehicles are permitted to be washed on impervious surfaces that may lead to the ODU storm sewer system.

6.5 Litter Collection/Street Sweeping

Litter collection at ODU is a daily occurrence. Members of the Grounds division collect litter from all campus areas 7 days a week during the month of May, and 5 days a week during all other times. There are 3 staff member dedicated to this activity. Additionally, members of the Housing division collect litter from areas adjacent to dormitories 5 days a week. Sweeping of parking lots occurs at least 12 times annually.

6.6 Parking Lot Maintenance/Street Sweeping

Street and lot sweeping is done on a weekly basis and after significantly attended campus events such as football games. Refuse collected is sent to the landfill unless it is leaves, which are added to the green waste recycling program as compostable material.

6.7 Bulk Storage
Bulk storage of materials such as salt, pesticides and fertilizers is done at indoor or covered facilities to prevent the potential for runoff. Materials such as topsoil, sand, or mulch are only ordered on an as-needed basis and covered with tarps to prevent runoff during storage.

6.8 Stormwater Pollution Prevention Plan (SWPPP) – to be added prior to July 1, 2017

ODU is considered a “non-traditional” MS4 that does not have typical municipal high-priority facilities that have a high potential for discharging pollutants. It is required that we develop a SWPPP for the entire campus – July 2017

6.9 Spill Prevention Control and Countermeasure Training

Facilities Management personnel receive training on spill prevention, spill control, and countermeasures that are to be taken in the event of an identified illicit discharge or potential for an illicit discharge. All affected staff will attend training at least every 2 years.

Appendices

A. Stormwater Management Master Plan
B. Illicit Discharge Detection and Elimination Program
C. IDDE Dry Weather Inspection Log
D. Nutrient Management Plan
E. Spill Prevention Control and Countermeasure Plan
F. Chesapeake Bay TMDL Action Plan