

**VSMF GENERAL PERMIT REGISTRATION STATEMENT FOR STORMWATER DISCHARGES  
 FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS [VAR04]**

(Please Type or Print All Information)

(The applicable fee specified in Form DCR 199-145 must additionally be submitted to the address given in that form to obtain coverage)

**1. Regulated Small MS4**

Name: Botetourt County, Virginia

Type:  City  County  Incorporated Town  Unincorporated Town  College or University  
 Local School Board  Military Installation  Transport System  Federal or State Facility  Other

Location (County or City): Botetourt County, Virginia

**2. Regulated Small MS4 Operator**

Name: Botetourt County Board of Supervisors

Address: 1 West Main Street

City: Fincastle State: VA Zip: 24090

**3. Hydrologic Unit Code(s) as identified in the most recent version of Virginia's 6th Order National Watershed Boundary Dataset currently receiving discharges or that have potential to receive discharges from the regulated small MS4:**

RU11, RU13

**4. Attach a description of the estimated drainage area, in acres, served by the regulated small MS4 discharging to any impaired receiving surface waters listed in the most recent Virginia 305(b)/303(d) Water Quality Assessment Integrated Report, and a description of the land use of each such drainage area.**

**5. Any TMDL waste loads allocated to the regulated small MS4 (this information may be found at <http://www.deq.state.va.us/tmdl/develop.html>):**

Waste Load Allocations	Number of Discharges
4.36E+11 cfu/yr to Laymantown Creek	0
1.19E+11 cfu/yr to Glade Creek	0
1.28E+11 cfu/yr to Carvin Creek	0
1.95E+12 cfu/yr to Tinker Creek	1

**6. The name(s) of any regulated physically interconnected MS4s to which the regulated small MS4 discharges.**

N/A

**7. A copy of the MS4 Program Plan that includes:**

**a. A list of BMPs that the operator proposes to implement for each of the stormwater minimum control measures and their associated measurable goals pursuant to 4VAC50-60-1240, Section II B; that includes:**

**i. A list of the existing policies, ordinances, schedules, inspection forms, written procedures, and other documents necessary for BMP implementation; and**

**ii. The individual, department, division, or unit responsible for implementing the BMP;**

b. The objective and expected results of each BMP in meeting the measurable goals of the stormwater minimum control measures;

c. The implementation schedule including any interim milestones for the implementation of a proposed new BMP; and

d. The method that will be utilized to determine the effectiveness of each BMP and the program as a whole.

8. List all existing signed agreements between the operator and any applicable third parties where the operator has entered into an agreement in order to implement minimum control measures or portions of minimum control measures.

N/A

9. The name, address, telephone number and e-mail address of either the principal executive officer or ranking elected official as defined in 4VAC50-60-370.

Kathleen Guzi, County Administrator, 1 West Main Street, Box 1, Fincastle, VA 24090  
Phone: 540-473-8223 E-mail: kguzi@botetourt.org

10. The name, position title, address, telephone number and e-mail address of any duly authorized representative as defined in 4VAC50-60-370.

N/A

11. **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."

Print Name: Kathleen Guzi Title: County Administrator

Signature: Date:

**For Department of Conservation and Recreation Use Only**

Accepted/Not Accepted by: Date:

Basin Stream Class Section Special Standards

**VSMP Registration Statement  
MS4 Program Plan  
Botetourt County, Virginia**

The following best management practices (BMPs) are set forth by Botetourt County, VA to meet the criteria within the general permit associated with the six minimum control practices which are (PART XV[section 1240, SECTION II B]).

**1. Public Education and Outreach**

**1.1 Preconstruction Conferences**

- 1.1.1** Each new project requiring a Land Disturbing Permit (LDP) within Botetourt County will begin with a preconstruction conference.
- 1.1.2** At these conferences, the Responsible Land Disturber (RLD) will be briefed on inspection schedules and special circumstances for the project.
- 1.1.3** RLDs who have not previously performed work in Botetourt County, shall be given a copy of the DCR brochure highlighting the nineteen minimum standards.
- 1.1.4** Preconstruction conferences will be recorded on the LDP tracking spreadsheet.
- 1.1.5** The Erosion and Sediment Control Administrator shall be the responsible party

**1.2 Annual Reports**

- 1.2.1** Botetourt County staff shall post the most recent annual report to the County's website.
- 1.2.2** The Project Specialist shall be the responsible party.

**1.3 School Programs**

- 1.3.1** A minimum of 250 students in Botetourt County schools shall participate in a stormwater program annually.
- 1.3.2** Programs shall involve stormwater, waste reduction and reuse, and recycling education.
- 1.3.3** Clean Valley Council (CVC) educators shall perform programs.
- 1.3.4** Botetourt County shall continue funding of the Clean Valley Council to facilitate these programs.
- 1.3.5** The Public Works Manager shall be the responsible party.

**1.4 Educational Materials**

- 1.4.1** Stormwater educational materials shall be made available to the public at Botetourt County Public Works and Botetourt County Public Libraries.
- 1.4.2** Materials should be checked quarterly and replenished accordingly.
- 1.4.3** The Project Specialist shall be the responsible party.

**1.5 Stormwater Website**

- 1.5.1** Stormwater education information shall be made available online at [www.botetourt.org](http://www.botetourt.org).
- 1.5.2** Materials shall be updated annually.
- 1.5.3** The Project Specialist shall be the responsible party.

**2. Public Involvement/Participation****2.1 Clean Up Events**

- 2.1.1** Continue to partner with the Clean Valley Council to sponsor and promote two clean up events annually.
- 2.1.2** Provide free disposal of wastes collected by teams within Botetourt County at Botetourt County facilities.
- 2.1.3** The Project Specialist shall be the responsible party.

**2.2 Upper Roanoke River Roundtable (URRR)**

- 2.2.1** A member of Botetourt County staff shall hold a position on the Board of Directors and attend a minimum of 75% of meetings annually.
- 2.2.2** The mission of the URRR is to “serve as an advisory group in the upper basin that will identify and address issues of water quality and quantity and will make recommendations about appropriate management solutions to those whose decisions impact the upper basin of the Roanoke River. “
- 2.2.3** The Project Specialist shall be the responsible party.

**2.3 Clean Valley Council (CVC)**

- 2.3.1** A member of Botetourt County staff shall hold a position on the Board of Directors and attend a minimum of 75% of meetings annually.
- 2.3.2** The mission of the CVC is to “provides educational programming about litter prevention and reuse, recycling and reduction of the waste stream for all levels in both public and private schools.”
- 2.3.3** The Project Specialist shall be the responsible party.

**2.4 Public Availability of MS4 Program Plan**

- 2.4.1** An electronic copy of the MS4 Program Plan shall be posted on the Botetourt County website, [www.botetourt.org](http://www.botetourt.org), for review by the general public.
- 2.4.2** Comments and suggestions regarding the content of the plan may be submitted for consideration by an e-mail address provided on the website.
- 2.4.3** The Project Specialist shall be the responsible party.

### **3. Illicit Discharge Detection and Elimination**

#### **3.1 Household Hazardous Waste (HHW) Collection**

- 3.1.1** Partner with area localities to sponsor at least one HHW collection annually.
- 3.1.2** The Public Works Manager shall be the responsible party.

#### **3.2 Storm Sewer System Mapping**

- 3.2.1** Create a GIS map of all storm sewer systems owned by Botetourt County using record drawings, as-built drawing, GPS data, and field verified data.
- 3.2.2** Map shall include—but is not limited to—outfalls, manholes, inlets, pipes, and stormwater management basins.
- 3.2.3** The Project Specialist shall be the responsible party.

#### **3.3 Illicit Discharge Detection and Elimination Ordinance**

- 3.3.1** Upon approval of state stormwater ordinance, Botetourt County shall evaluate its current ordinances and allow for changes to meet state requirements.
- 3.3.2** Per Botetourt County Municipal Code, Chapter 10, Sec. 10-34.1, stormwater infrastructure maintenance agreements must be recorded onto the plat of all new development and redevelopment areas with stormwater management systems. The maintenance and monitoring of these stormwater management systems is the sole responsibility of the property owner or persons signing the agreement.
- 3.3.3** Per Botetourt County Municipal Code, Chapter 10, Sec. 10-32 (a), Botetourt County adopts the Virginia Erosion and Sediment Control Regulations and the Virginia Erosion and Sediment Control Handbook, as amended from time to time.
- 3.3.4** The County Engineer shall be the responsible party.

#### **3.4 Outfall inspection**

- 3.4.1** Inspect all Botetourt County owned outfalls annually during dry weather and document the current condition of the outfall.
- 3.4.2** The County Engineer shall be the responsible party.

#### **3.5 Corrective Action of Illicit Discharges**

- 3.5.1** Document and take actions to correct any illicit discharges discovered during the inspection of outfalls or through other means.
- 3.5.2** The County Engineer shall be the responsible party.

**4. Construction Site Stormwater Runoff Control****4.1 Erosion and Sediment Control (ESC) Plan Review**

- 4.1.1** Botetourt County shall require formal plan review on all construction sites requiring a Land Disturbing Permit (LDP).
- 4.1.2** All reviews will be performed to ensure that site plans address the nineteen minimum standards of ESC.
- 4.1.3** The Erosion and Sediment Control Administrator shall be the responsible party.

**4.2 Erosion and Sediment Control (ESC) Inspection and Enforcement**

- 4.2.1** All sites with an active LDP shall be inspected once every two weeks or within 48 hours of a runoff producing event.
- 4.2.2** Botetourt County retains the right given by DCR to conduct inspections based on an alternative inspection schedule.
- 4.2.3** The Erosion and Sediment Control Administrator shall be the responsible party.

**4.3 Virginia Stormwater Management Program (VSMP)**

- 4.3.1** All sites determined during plan review to be eligible for the VSMP permit issued by DCR will be reported to the Stormwater Compliance Specialist at the Staunton Regional Office.
- 4.3.2** Notice will be made via e-mail copy of plan approval letters for aforementioned sites.
- 4.3.3** The Erosion and Sediment Control Administrator shall be the responsible party.

**5. Post-construction Stormwater Management in New Development and Redevelopment****5.1 Stormwater Ordinance**

- 5.1.1** Upon approval of state stormwater ordinance, Botetourt County shall evaluate its current ordinance and allow for changes to meet state requirements.
- 5.1.2** Per Botetourt County Municipal Code, Chapter 10, Sec. 10-32 (a), Botetourt County adopts the Virginia Erosion and Sediment Control Regulations and the Virginia Erosion and Sediment Control Handbook, as amended from time to time.
- 5.1.3** Botetourt County Municipal Code, Chapter 10 Sec. 10-34 (c) – (g), addresses stormwater management for new development and redevelopment areas.
- 5.1.4** The County Engineer shall be the responsible party.

**5.2 Stormwater Infrastructure Maintenance Agreement**

- 5.2.1** Per Botetourt County Municipal Code, Chapter 10, Sec. 10-34.1, each site requiring permanent stormwater management infrastructure shall be required to sign a maintenance agreement for the structures prior to the issuance of a Land Disturbing Permit.
- 5.2.2** The stormwater infrastructure maintenance agreement shall be recorded in Botetourt County Circuit Court Clerk's Office and shall constitute a covenant running with the land.
- 5.2.3** The Erosion and Sediment Control Administrator shall be the responsible party.

**6. Pollution Prevention/Good Housekeeping for Municipal Operations****6.1 Hazardous Materials Inventory**

- 6.1.1** Utilities Division shall maintain an inventory of all hazardous materials stored at water treatment facilities.
- 6.1.2** All hazardous materials shall be handled according to the Materials Safety Data Sheets (MSDS).
- 6.1.3** MSDS shall be kept on site where materials are being stored.
- 6.1.4** All utility workers shall be properly certified by the Board of Waterworks and Wastewater Works.
- 6.1.5** The Utilities Manager shall be the responsible party.

**6.2 Internal Recycling Program**

- 6.2.1** Encourage all employees within Botetourt County facilities to recycle office paper and cardboard.
- 6.2.2** Each desk trash receptacle should be fitted with a recycling caddy.
  - 6.2.2.1** Trash receptacles shall be used for mixed paper.
  - 6.2.2.2** Caddy shall be used for non-recyclable waste.
- 6.2.3** Amount of waste per person shall be calculated annually using the tonnage from trash hauler billing information divided by the average number of employees at affected facility
- 6.2.4** Changes in annual waste per person will be evaluated and the recycling program adjusted based on changes in office configurations, recycling education, ease of recycling, etc.
- 6.2.5** The Public Works Manager shall be the responsible party.

**6.3 Fertilizer Application**

- 6.3.1** Soil samples from Botetourt County parks and recreational facilities shall be gathered and tested prior to fertilizer applications.
- 6.3.2** Fertilizer components shall be customized to prevent over-application of nitrogen and phosphorus.
- 6.3.3** The Director of Parks, Recreation and Tourism shall be the responsible party.

**6.4 Household Hazardous Waste (HHW) Collection**

- 6.4.1** Partner with area localities to sponsor at least one HHW collection annually.
- 6.4.2** The Public Works Manager shall be the responsible party.

These BMPs will be evaluated to determine their effectiveness before the end of the five year permit coverage period. Forms from the Municipal Separate Storm Sewer System (MS4) Program Evaluation Guidance developed by the U.S. Environmental Protection Agency shall be used to document the evaluation. The results of the evaluation will be used to develop BMPs for the next coverage period.

VSMP Registration Statement  
BMP Summary Table  
Botetourt County, Virginia

<b>Minimum Control Measure 1 : Public Education and Outreach</b>				
<b>BMP 1.1</b>	<b>Preconstruction Conferences</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Hold a preconstruction conference before each new LDP project; give minimum standard pamphlet to RLDs that have not previously conducted projects in Botetourt County.	A copy of the minimum standards pamphlet; summary of all LDP new projects in Botetourt County during permit year.	ESC Administrator
	2	Hold a preconstruction conference before each new LDP project; give minimum standard pamphlet to RLDs that have not previously conducted projects in Botetourt County.	A copy of the minimum standards pamphlet; summary of all LDP new projects in Botetourt County during permit year.	ESC Administrator
	3	Hold a preconstruction conference before each new LDP project; give minimum standard pamphlet to RLDs that have not previously conducted projects in Botetourt County.	A copy of the minimum standards pamphlet; summary of all LDP new projects in Botetourt County during permit year.	ESC Administrator
	4	Hold a preconstruction conference before each new LDP project; give minimum standard pamphlet to RLDs that have not previously conducted projects in Botetourt County.	A copy of the minimum standards pamphlet; summary of all LDP new projects in Botetourt County during permit year.	ESC Administrator
5	Hold a preconstruction conference before each new LDP project; give minimum standard pamphlet to RLDs that have not previously conducted projects in Botetourt County.	A copy of the minimum standards pamphlet; summary of all LDP new projects in Botetourt County during permit year.	ESC Administrator	
<b>BMP 1.2</b>	<b>Annual Reports</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Post the most recent annual report to the County's website.	Print-out of website.	Project Specialist
	2	Post the most recent annual report to the County's website.	Print-out of website.	Project Specialist
	3	Post the most recent annual report to the County's website.	Print-out of website.	Project Specialist
	4	Post the most recent annual report to the County's website.	Print-out of website.	Project Specialist
5	Post the most recent annual report to the County's website.	Print-out of website.	Project Specialist	
<b>BMP 1.3</b>	<b>School Programs</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Reach a minimum of 250 students within Botetourt County Public Schools with programs involving storm water, waste reduction and reuse, and recycling education.	Description of each program developed; summary of program performed, to include title of program, school at which program was performed, date of program, number of students attending program.	Project Specialist
2	Reach a minimum of 250 students within Botetourt County Public Schools with programs involving storm water, waste reduction and reuse, and recycling education.	Description of each program developed; summary of program performed, to include title of program, school at which program was performed, date of program, number of students attending program.	Project Specialist	

VSMP Registration Statement  
BMP Summary Table  
Botetourt County, Virginia

<b>BMP 1.3 School Programs (continued from previous page)</b>			
<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
3	Reach a minimum of 250 students within Botetourt County Public Schools with programs involving storm water, waste reduction and reuse, and recycling education.	Description of each program developed; summary of program performed, to include title of program, school at which program was performed, date of program, number of students attending program.	Project Specialist
4	Reach a minimum of 250 students within Botetourt County Public Schools with programs involving storm water, waste reduction and reuse, and recycling education.	Description of each program developed; summary of program performed, to include title of program, school at which program was performed, date of program, number of students attending program.	Project Specialist
5	Reach a minimum of 250 students within Botetourt County Public Schools with programs involving storm water, waste reduction and reuse, and recycling education.	Description of each program developed; summary of program performed, to include title of program, school at which program was performed, date of program, number of students attending program.	Project Specialist
<b>BMP 1.4 Educational Materials</b>			
<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
1	Ensure that printed storm water educational materials are on display at Botetourt County Public Works and libraries.	Copies of materials on display.	Project Specialist
2	Ensure that printed storm water educational materials are on display at Botetourt County Public Works and libraries.	Copies of materials on display.	Project Specialist
3	Ensure that printed storm water educational materials are on display at Botetourt County Public Works and libraries.	Copies of materials on display.	Project Specialist
4	Ensure that printed storm water educational materials are on display at Botetourt County Public Works and libraries.	Copies of materials on display.	Project Specialist
5	Ensure that printed storm water educational materials are on display at Botetourt County Public Works and libraries.	Copies of materials on display.	Project Specialist
<b>BMP 1.5 Storm Water Website</b>			
<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
1	Storm water educational information will be available at <a href="http://www.botetourt.org">www.botetourt.org</a> and updated annually.	Print-out of website.	Project Specialist
2	Storm water educational information will be available at <a href="http://www.botetourt.org">www.botetourt.org</a> and updated annually.	Print-out of website.	Project Specialist
3	Storm water educational information will be available at <a href="http://www.botetourt.org">www.botetourt.org</a> and updated annually.	Print-out of website.	Project Specialist
4	Storm water educational information will be available at <a href="http://www.botetourt.org">www.botetourt.org</a> and updated annually.	Print-out of website.	Project Specialist
5	Storm water educational information will be available at <a href="http://www.botetourt.org">www.botetourt.org</a> and updated annually.	Print-out of website.	Project Specialist

VSMP Registration Statement  
BMP Summary Table  
Botetourt County, Virginia

<b>Minimum Control Measure 2: Public Involvement/Participation</b>				
<b>BMP 2.1</b>	<b>Clean Up Events</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Partner with CVC to sponsor at least two clean up events.	Advertisements for events; final event reports as provided by CVC.	Project Specialist
	2	Partner with CVC to sponsor at least two clean up events.	Advertisements for events; final event reports as provided by CVC.	Project Specialist
	3	Partner with CVC to sponsor at least two clean up events.	Advertisements for events; final event reports as provided by CVC.	Project Specialist
	4	Partner with CVC to sponsor at least two clean up events.	Advertisements for events; final event reports as provided by CVC.	Project Specialist
5	Partner with CVC to sponsor at least two clean up events.	Advertisements for events; final event reports as provided by CVC.	Project Specialist	
<b>BMP 2.2</b>	<b>Upper Roanoke River Roundtable (URRR)</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Botetourt County staff to attend at least 75% of URRR Board of Directors meetings annually.	URRR Board meeting minutes.	Project Specialist
	2	Botetourt County staff to attend at least 75% of URRR Board of Directors meetings annually.	URRR Board meeting minutes.	Project Specialist
	3	Botetourt County staff to attend at least 75% of URRR Board of Directors meetings annually.	URRR Board meeting minutes.	Project Specialist
	4	Botetourt County staff to attend at least 75% of URRR Board of Directors meetings annually.	URRR Board meeting minutes.	Project Specialist
5	Botetourt County staff to attend at least 75% of URRR Board of Directors meetings annually.	URRR Board meeting minutes.	Project Specialist	
<b>BMP 2.3</b>	<b>Clean Valley Council (CVC)</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Botetourt County staff to attend at least 75% of CVC Board of Directors meetings annually.	CVC Board meeting minutes.	Project Specialist
	2	Botetourt County staff to attend at least 75% of CVC Board of Directors meetings annually.	CVC Board meeting minutes.	Project Specialist
	3	Botetourt County staff to attend at least 75% of CVC Board of Directors meetings annually.	CVC Board meeting minutes.	Project Specialist
	4	Botetourt County staff to attend at least 75% of CVC Board of Directors meetings annually.	CVC Board meeting minutes.	Project Specialist
5	Botetourt County staff to attend at least 75% of CVC Board of Directors meetings annually.	CVC Board meeting minutes.	Project Specialist	

VSMP Registration Statement  
 BMP Summary Table  
 Botetourt County, Virginia

BMP 2.4	Public Availability of MS4 Program Plan			
	Year	Measureable Goal	Documentation	Responsible Party
	1	Current version of MS4 Program Plan to be posted on Botetourt County website.	Print-out of website.	Project Specialist
	2	Current version of MS4 Program Plan to be posted on Botetourt County website.	Print-out of website.	Project Specialist
	3	Current version of MS4 Program Plan to be posted on Botetourt County website.	Print-out of website.	Project Specialist
	4	Current version of MS4 Program Plan to be posted on Botetourt County website.	Print-out of website.	Project Specialist
	5	Current version of MS4 Program Plan to be posted on Botetourt County website.	Print-out of website.	Project Specialist

VSMP Registration Statement  
BMP Summary Table  
Botetourt County, Virginia

<b>Minimum Control Measure 3: Illicit Discharge Detection and Elimination</b>				
<b>BMP 3.1</b>	<b>Household Hazardous Waste (HHW) Collections</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Partner with area localities to sponsor at least one HHW collection annually.	Advertisements for events; final event reports when available.	Public Works Manager
	2	Partner with area localities to sponsor at least one HHW collection annually.	Advertisements for events; final event reports when available.	Public Works Manager
	3	Partner with area localities to sponsor at least one HHW collection annually.	Advertisements for events; final event reports when available.	Public Works Manager
	4	Partner with area localities to sponsor at least one HHW collection annually.	Advertisements for events; final event reports when available.	Public Works Manager
5	Partner with area localities to sponsor at least one HHW collection annually.	Advertisements for events; final event reports when available.	Public Works Manager	
<b>BMP 3.2</b>	<b>Storm Sewer System Mapping</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Map 20% of storm sewer owned by Botetourt County.	Print-out of map at level of completion at end of permit year.	Project Specialist
	2	Map 40% of storm sewer owned by Botetourt County.	Print-out of map at level of completion at end of permit year.	Project Specialist
	3	Map 60% of storm sewer owned by Botetourt County.	Print-out of map at level of completion at end of permit year.	Project Specialist
	4	Map 80% of storm sewer owned by Botetourt County.	Print-out of map at level of completion at end of permit year.	Project Specialist
5	Map 100% of storm sewer owned by Botetourt County.	Print-out of map at level of completion at end of permit year.	Project Specialist	
<b>BMP 3.3</b>	<b>Illicit Discharge Detection and Elimination Ordinance</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	See BMPs 4.1 and 5.2; evaluate current ordinances upon approval of state stormwater ordinance.	See BMPs 4.1 and 5.2.	County Engineer
	2	See BMPs 4.1 and 5.2; evaluate current ordinances upon approval of state stormwater ordinance.	See BMPs 4.1 and 5.2.	County Engineer
	3	See BMPs 4.1 and 5.2; evaluate current ordinances upon approval of state stormwater ordinance.	See BMPs 4.1 and 5.2.	County Engineer
	4	See BMPs 4.1 and 5.2; evaluate current ordinances upon approval of state stormwater ordinance.	See BMPs 4.1 and 5.2.	County Engineer
5	See BMPs 4.1 and 5.2; evaluate current ordinances upon approval of state stormwater ordinance.	See BMPs 4.1 and 5.2.	County Engineer	

VSMP Registration Statement  
 BMP Summary Table  
 Botetourt County, Virginia

<b>BMP 3.4 Outfall inspection</b>			
<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
1	Added in Year 4.	N/A	N/A
2	Added in Year 4.	N/A	N/A
3	Added in Year 4.	N/A	N/A
4	Inspect all Botetourt County owned outfalls annually during dry weather and document the current condition of the outfall.	Copy of inspection reports.	County Engineer
5	Inspect all Botetourt County owned outfalls annually during dry weather and document the current condition of the outfall.	Copy of inspection reports.	County Engineer
<b>BMP 3.5 Corrective Action of Illicit Discharges</b>			
<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
1	Added in Year 4.	N/A	N/A
2	Added in Year 4.	N/A	N/A
3	Added in Year 4.	N/A	N/A
4	Document and take actions to correct any illicit discharges discovered during the inspection of outfalls or other means.	Copy of incident reports.	County Engineer
5	Document and take actions to correct any illicit discharges discovered during the inspection of outfalls or other means.	Copy of incident reports.	County Engineer

VSMP Registration Statement  
 BMP Summary Table  
 Botetourt County, Virginia

<b>Minimum Control Measure 4: Construction Site Stormwater Runoff</b>				
<b>BMP 4.1</b>	<b>ESC Plan Review</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Perform formal plan review on all construction sites requiring a Land Disturbing Permit (LDP) to assure compliance with the nineteen minimum standards.	Summary of all projects reviewed during program year.	ESC Administrator
	2	Perform formal plan review on all construction sites requiring a Land Disturbing Permit (LDP) to assure compliance with the nineteen minimum standards.	Summary of all projects reviewed during program year.	ESC Administrator
	3	Perform formal plan review on all construction sites requiring a Land Disturbing Permit (LDP) to assure compliance with the nineteen minimum standards.	Summary of all projects reviewed during program year.	ESC Administrator
	4	Perform formal plan review on all construction sites requiring a Land Disturbing Permit (LDP) to assure compliance with the nineteen minimum standards.	Summary of all projects reviewed during program year.	ESC Administrator
<b>BMP 4.2</b>	<b>ESC Inspection and Enforcement</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Inspect all sites with an active LDP once every two weeks or within 48 hours of a runoff producing event OR per set alternative inspection schedule.	Copy of spreadsheet used to track inspections; samples of inspection report, notice to comply, and stop work order.	ESC Administrator
	2	Inspect all sites with an active LDP once every two weeks or within 48 hours of a runoff producing event OR per set alternative inspection schedule.	Copy of spreadsheet used to track inspections; samples of inspection report, notice to comply, and stop work order.	ESC Administrator
	3	Inspect all sites with an active LDP once every two weeks or within 48 hours of a runoff producing event OR per set alternative inspection schedule.	Copy of spreadsheet used to track inspections; samples of inspection report, notice to comply, and stop work order.	ESC Administrator
	4	Inspect all sites with an active LDP once every two weeks or within 48 hours of a runoff producing event OR per set alternative inspection schedule.	Copy of spreadsheet used to track inspections; samples of inspection report, notice to comply, and stop work order.	ESC Administrator
5	Inspect all sites with an active LDP once every two weeks or within 48 hours of a runoff producing event OR per set alternative inspection schedule.	Copy of spreadsheet used to track inspections; samples of inspection report, notice to comply, and stop work order.	ESC Administrator	

VSMP Registration Statement  
 BMP Summary Table  
 Botetourt County, Virginia

BMP 4.3	Virginia Stormwater Management Program (VSMP)			
	Year	Measureable Goal	Documentation	Responsible Party
	1	Report newly approved land disturbance sites determined to be eligible for the VSMP permit to the Stormwater Compliance Specialist at the DCR Staunton Regional Office.	Copies of notification e-mails to DCR and approval letters for VSMP required sites.	ESC Administrator
	2	Report newly approved land disturbance sites determined to be eligible for the VSMP permit to the Stormwater Compliance Specialist at the DCR Staunton Regional Office.	Copies of notification e-mails to DCR and approval letters for VSMP required sites.	ESC Administrator
	3	Report newly approved land disturbance sites determined to be eligible for the VSMP permit to the Stormwater Compliance Specialist at the DCR Staunton Regional Office.	Copies of notification e-mails to DCR and approval letters for VSMP required sites.	ESC Administrator
	4	Report newly approved land disturbance sites determined to be eligible for the VSMP permit to the Stormwater Compliance Specialist at the DCR Staunton Regional Office.	Copies of notification e-mails to DCR and approval letters for VSMP required sites.	ESC Administrator
	5	Report newly approved land disturbance sites determined to be eligible for the VSMP permit to the Stormwater Compliance Specialist at the DCR Staunton Regional Office.	Copies of notification e-mails to DCR and approval letters for VSMP required sites.	ESC Administrator

VSMP Registration Statement  
BMP Summary Table  
Botetourt County, Virginia

<b>Minimum Control Measure 5: Post-construction Stormwater Management in New Development and Redevelopment</b>				
<b>BMP 5.1</b>	<b>Storm Water Ordinance</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Enforce Botetourt County Code, Chapter 10, Erosion and Sediment Control; evaluate current ordinances upon approval of state stormwater ordinance.	Copy of Botetourt County Code, Chapter 10.	County Engineer
	2	Enforce Botetourt County Code, Chapter 10, Erosion and Sediment Control; evaluate current ordinances upon approval of state stormwater ordinance.	Copy of Botetourt County Code, Chapter 10.	County Engineer
	3	Enforce Botetourt County Code, Chapter 10, Erosion and Sediment Control; evaluate current ordinances upon approval of state stormwater ordinance.	Copy of Botetourt County Code, Chapter 10.	County Engineer
	4	Enforce Botetourt County Code, Chapter 10, Erosion and Sediment Control; evaluate current ordinances upon approval of state stormwater ordinance.	Copy of Botetourt County Code, Chapter 10.	County Engineer
5	Enforce Botetourt County Code, Chapter 10, Erosion and Sediment Control; evaluate current ordinances upon approval of state stormwater ordinance.	Copy of Botetourt County Code, Chapter 10.	County Engineer	
<b>BMP 5.2</b>	<b>Storm Water Infrastructure Maintenance Agreement</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Require a storm water infrastructure maintenance agreement on all areas of new development and redevelopment needing permanent storm water protection measures.	Summary of projects beginning in permit year requiring storm water infrastructure maintenance agreements and a sample agreement.	ESC Administrator
	2	Require a storm water infrastructure maintenance agreement on all areas of new development and redevelopment needing permanent storm water protection measures.	Summary of projects beginning in permit year requiring storm water infrastructure maintenance agreements and a sample agreement.	ESC Administrator
	3	Require a storm water infrastructure maintenance agreement on all areas of new development and redevelopment needing permanent storm water protection measures.	Summary of projects beginning in permit year requiring storm water infrastructure maintenance agreements and a sample agreement.	ESC Administrator
	4	Require a storm water infrastructure maintenance agreement on all areas of new development and redevelopment needing permanent storm water protection measures.	Summary of projects beginning in permit year requiring storm water infrastructure maintenance agreements and a sample agreement.	ESC Administrator
5	Require a storm water infrastructure maintenance agreement on all areas of new development and redevelopment needing permanent storm water protection measures.	Summary of projects beginning in permit year requiring storm water infrastructure maintenance agreements and a sample agreement.	ESC Administrator	

VSMP Registration Statement  
 BMP Summary Table  
 Botetourt County, Virginia

<b>Minimum Control Measure 6: Pollution Prevention/Good Housekeeping for Municipal Operations</b>				
<b>BMP 6.1</b>	<b>Hazardous Materials Inventory</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Maintain an inventory of hazardous materials used by the Utilites Division and training certifications of those who handle hazardous materials.	Copy of inventory and training certifications.	Utilities Manager
	2	Maintain an inventory of hazardous materials used by the Utilites Division and training certifications of those who handle hazardous materials.	Copy of inventory and training certifications.	Utilities Manager
	3	Maintain an inventory of hazardous materials used by the Utilites Division and training certifications of those who handle hazardous materials.	Copy of inventory and training certifications.	Utilities Manager
	4	Maintain an inventory of hazardous materials used by the Utilites Division and training certifications of those who handle hazardous materials.	Copy of inventory and training certifications.	Utilities Manager
<b>BMP 6.2</b>	<b>Internal Recycling Program</b>			
	<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
	1	Establish a baseline of waste in Botetourt County government offices.	Summary of baseline recycling data for Year 1.	Public Works Manager
	2	Reduce waste in Botetourt County government offices by 1%.	Summary of recycling data for Year 2 with comparison to baseline data from Year 1.	Public Works Manager
	3	Reduce waste in Botetourt County government offices by 1%.	Summary of recycling data for Year 3 with comparison to data from previous permit years.	Public Works Manager
	4	Reduce waste in Botetourt County government offices by 1%.	Summary of recycling data for Year 4 with comparison to data from previous permit years.	Public Works Manager
5	Reduce waste in Botetourt County government offices by 1%.	Summary of recycling data for Year 5 with comparison to data from previous permit years.	Public Works Manager	

VSMP Registration Statement  
 BMP Summary Table  
 Botetourt County, Virginia

<b>BMP 6.3 Fertilizer Application</b>			
<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
1	Apply appropriate fertilizers at Botetourt County Parks and Recreation facilities as defined by the results of soil tests.	Documentation of soil tests.	Director of Parks, Recreation, and Tourism
2	Apply appropriate fertilizers at Botetourt County Parks and Recreation facilities as defined by the results of soil tests.	Documentation of soil tests.	Director of Parks, Recreation, and Tourism
3	Apply appropriate fertilizers at Botetourt County Parks and Recreation facilities as defined by the results of soil tests.	Documentation of soil tests.	Director of Parks, Recreation, and Tourism
4	Apply appropriate fertilizers at Botetourt County Parks and Recreation facilities as defined by the results of soil tests.	Documentation of soil tests.	Director of Parks, Recreation, and Tourism
5	Apply appropriate fertilizers at Botetourt County Parks and Recreation facilities as defined by the results of soil tests.	Documentation of soil tests.	Director of Parks, Recreation, and Tourism
<b>BMP 6.4 Household Hazardous Waste (HHW) Collections</b>			
<b>Year</b>	<b>Measureable Goal</b>	<b>Documentation</b>	<b>Responsible Party</b>
1	Partner with area localities to sponsor at least one HHW collection annually.	Advertisements for events; final event reports when available.	Public Works Manager
2	Partner with area localities to sponsor at least one HHW collection annually.	Advertisements for events; final event reports when available.	Public Works Manager
3	Partner with area localities to sponsor at least one HHW collection annually.	Advertisements for events; final event reports when available.	Public Works Manager
4	Partner with area localities to sponsor at least one HHW collection annually.	Advertisements for events; final event reports when available.	Public Works Manager
5	Partner with area localities to sponsor at least one HHW collection annually.	Advertisements for events; final event reports when available.	Public Works Manager

**VSMP Registration Statement  
Discharges to Impaired Waters  
Botetourt County, Virginia**

**Impaired Waters within Botetourt County's Urbanized Area**

<b>ID</b>	<b>Permit Number</b>	<b>Waterbody</b>	<b>Impairment</b>
65729	VAR040023	Laymantown Creek	E. coli
65730	VAR040023	Tinker Creek Upper	E. coli
65731	VAR040023	Carvin Creek Middle	E. coli
65732	VAR040023	Glade Creek Upper	E. coli
65733	VAR040023	Laymantown Creek	Fecal Coliform
65734	VAR040023	Glade Creek Upper	Fecal Coliform
65735	VAR040023	Glade Creek Upper	Temperature
65736	VAR040023	Tinker Creek Middle	Temperature
65737	VAR040023	Tinker Creek Lower	Temperature
65738	VAR040023	Tinker Creek Lower	PCBs

**Botetourt County MS4 Discharges to Impaired Waters**

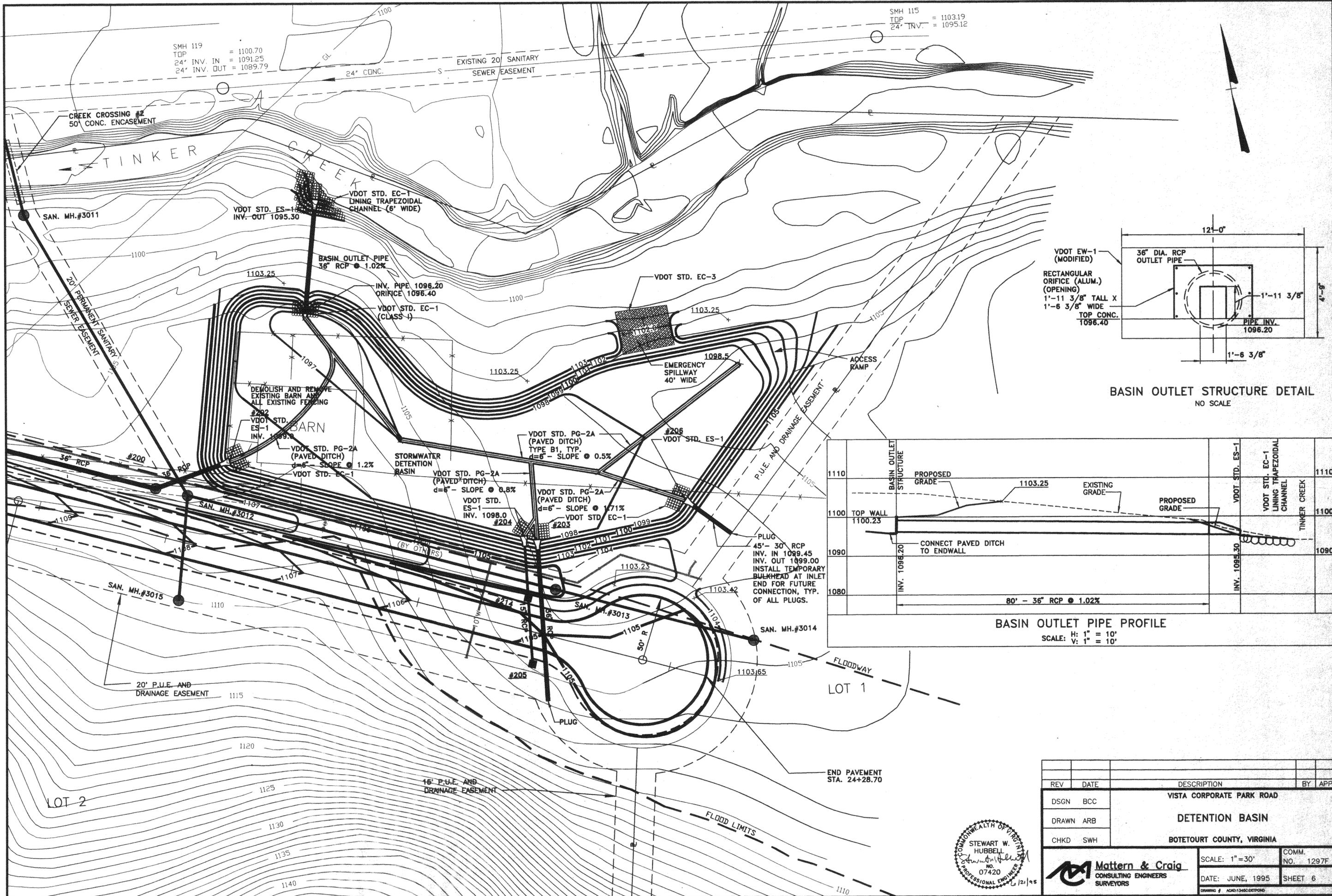
**Vista Corporate Park**

Estimated drainage area: 56 acres

Impaired receiving water: Tinker Creek Middle

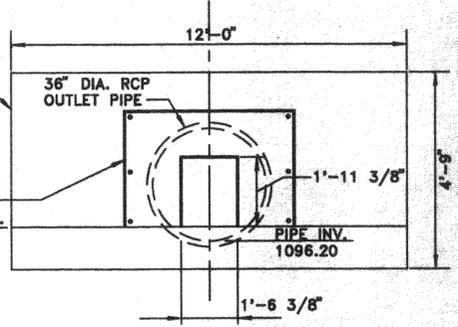
Land use: Vista Park is an industrial park currently occupied by two companies. The area consists of approximately 40% impervious area with the remaining area having grassy vegetative cover. The stormwater from this drainage area passes through a detention basin and is discharged via an outfall located on Tinker Creek. The stormwater detention basin is owned and maintained by Botetourt County.

Attachments: 1. Map of the Vista Corporate Park drainage area  
2. Plan sheet for Vista Corporate Park stormwater detention basin

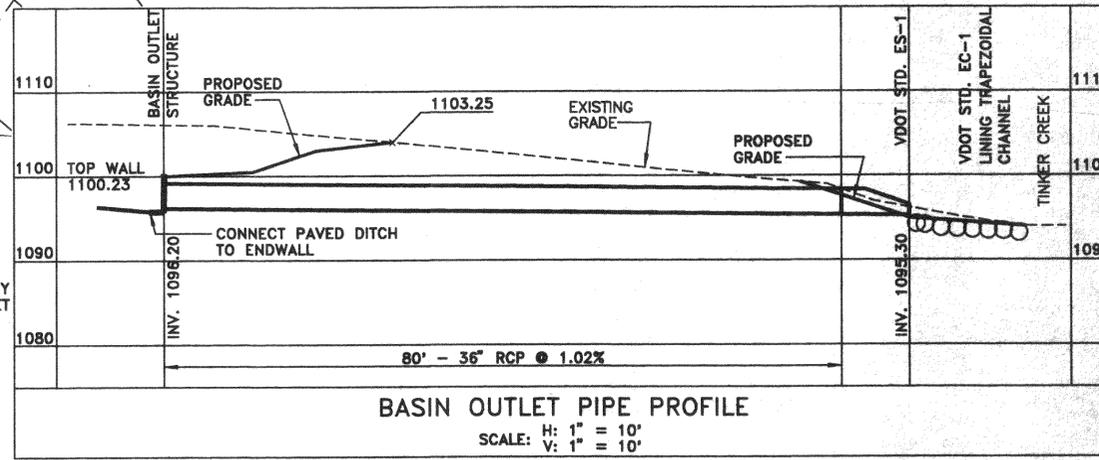


SMH 115  
 TDP = 1103.19  
 24" INV. = 1095.12

SMH 119  
 TDP = 1100.70  
 24" INV. IN = 1091.25  
 24" INV. OUT = 1089.79



**BASIN OUTLET STRUCTURE DETAIL**  
 NO SCALE



**BASIN OUTLET PIPE PROFILE**  
 SCALE: H: 1" = 10'  
 V: 1" = 10'



REV	DATE	DESCRIPTION	BY	APP
DSGN	BCC	VISTA CORPORATE PARK ROAD		
DRAWN	ARB	DETENTION BASIN		
CHKD	SWH	BOTETOURT COUNTY, VIRGINIA		

**Mattern & Craig**  
 CONSULTING ENGINEERS  
 SURVEYORS

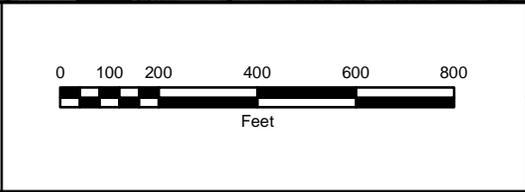
SCALE: 1" = 30'  
 DATE: JUNE, 1995  
 SHEET 6

COMM. NO. 1297F



Legend	
	Outfall
	Vista Park Drainage Area
	Tinker Creek

**Vista Corporate Park  
Drainage Area**



	<b>Utility Mapping Project</b>	
	Drawn By: CJC	
	Sheet No.	Checked by:
1 of 1	Date: 01/06/2009	