



DEPARTMENT OF WATER RESOURCES

September 28, 2012

Department of Conservation and Recreation
MS4 Stormwater Permitting
203 Governor Street, Suite 206
Richmond, VA 23219

Re: MS4 General Permit Annual Report
VAR040008
Permit Year 4

Dear Sir or Madam:

The following information is submitted as a requirement of the above referenced Municipal Separate Storm Sewer System permit.

A. Background Information

Name of Program Submitting Annual Report
City of Lynchburg, Virginia

Permit Number
VAR040008

Annual Report Year
Permit Year 4

Modification to any operator's department's roles and responsibilities
The Department of Water Resources remains the responsible department of the permit.

Number of new MS4 outfalls and associated acreage by HUC added during the permit year. One new outfall was added.

Outfall Site	Drainage Area (ac)	HUC	Receiving Stream
Willow St	24.05	JM 11	Tributary to James River

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B. Status of Compliance and Assessment of Appropriateness

1. Public Education

1.A. In PY 1 and 3, publish a stormwater pollution prevention related message in the City's quarterly citizen's newsletter and the City's monthly employee newsletter.

Although there were no requirements under this item for permit year four, there have been many discussions regarding stormwater issues this past year. Most successfully the City has adopted a Stormwater Management Utility that will provide a dedicated revenue source for the City's stormwater program.

There were many lengthy discussions with City Council regarding the development of a Stormwater Management Utility. During a public hearing in December 2011, City Council approved the *Stormwater Management Utility Ordinance* authorizing the creation of the utility that would be implemented July 1, 2012. At a subsequent public hearing in April 2012, City Council approved a \$4 per Single Family Unit fee as well as a credit program. The utility is anticipated to provide revenue of \$2.6M that will fund permitting requirements, regulatory requirements, operation and maintenance needs and a capital improvement program.

There were also a number of articles that were written that helped to publicize this topic. Billing inserts were also sent out with the March and June 2012 utility bills that also helped to notify customers.

News stories published in the *News & Advance* during permit year 4 include:

Lynchburg City Council to discuss stormwater, parking fees on September 12, 2011
Stormwater fee sparks city council debate on September 13, 2011
Report: Bay Clean-up could cost \$13.6B to \$15.7B on November 18, 2011
Report shows James River not as healthy on November 30, 2011
The James takes a hit, yet again on December 2, 2011
Lynchburg stormwater fees advance on December 13, 2011
Public input sought on stormwater fee, rates on March 26, 2012
Lynchburg City Council candidates talk stormwater fee on April 23, 2012
Lynchburg City Council to debate stormwater fee credits on April 23, 2012

Editorials published in the *News & Advance* during permit year 4 include:

Paying for control of stormwater on September 22, 2011
Bay Clean-up won't come without costs on November 9, 2011

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Community Viewpoint: Stormwater utilities key to Bay cleanup on January 16, 2011

Assessment: This BMP appears to be appropriate. Community awareness is significantly improved by the required publications, but is even more impacted by the general news stories.

1.B. In PY 2 and PY 4, hold a workshop with the development community to discuss stormwater quality issues.

Two workshops were scheduled through the Robert E Lee Soil and Water Conservation District aimed at educating local contractors and developers/engineers on permitting and stormwater management requirements, respectively. The first workshop was held at Sweet Briar College on February 22, 2012 with 55 participants that discussed permitting requirements, discussion on constructing stormwater management practices and also pending stormwater management regulations. A second workshop was held at the Central Virginia Community College on August 1, 2012 with 28 participants that discussed nutrient management, stormwater management regulations and technical issues regarding the use of the runoff reduction method. These workshops were widely received by the audience and had excellent participation.

Assessment: This BMP appears to be one of the most effective tools for communication with the local development community.

1.C. Annually distribute the “Living In Your Watershed” brochure to all fourth graders in the City School system. Begin to develop a successor brochure for use when current supplies are gone.

Lynchburg City Schools distributed 720 “Living In Your Watershed” booklets to all City fourth grade students in the Spring of 2012.

Assessment: This BMP has been widely praised by the education community and is deemed to be one of the most effective.

1.D. Four times annually publicize the Household Hazardous Waste collection program.

The household hazardous waste (HHW) collection program was begun by the City and has expanded to surrounding counties. It is held on a Saturday morning in April, June, August, and October each year and is advertised in the *News & Advance* prior to each event.

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This year a total of 373 households and 326 households participated in the HHW and electronic waste event, respectively. An average of 174 households participated per event. The participation level for this year was a 6% increase over last year.

Assessment: This program is effective, growing, and will be continued.

1.E. Publish this stormwater permit registration document and stormwater permit annual reports on City web site.

For permit year four the city's registration document is published on the city's web site. From the City's home page www.lyncburgva.gov, clicks are required on City Departments; Community Development; Zoning & Natural Resources; Stormwater Management, 2009 VSMP MS4 Registration Statement.

For permit year four, the general permit is published on the city's web site. From the City's home page www.lyncburgva.gov, clicks are required on City Departments; Community Development; Zoning & Natural Resources; Stormwater Management; Virginia Stormwater Management Program-MS4 General Permit.

For permit year four, the 2011 PY 3 annual report is published on the city's web site. From the City's home page www.lyncburgva.gov, clicks are required on City Departments; Community Development; Zoning & Natural Resources; Stormwater Management; July 1, 2010 to June 30, 2011 MS4 Annual Report.

The Department of Water Resources has developed a main Stormwater Management page located at www.lyncburgva.gov/stormwater. The City's registration statement along with PY 3 Annual Report can also be viewed from this page as well as future reports.

Direct addresses to these pages have not been published since the exact page numbers in direct addresses frequently change due to the structure of the website.

The Community Development stormwater website was "hit" a total of 289 times during permit year four, from 247 unique viewers. The average viewer spent 2 minutes and 49 seconds at the page.

The Department of Water Resources stormwater management website was "hit" a total 680 times during permit year four, from 569 unique viewers. The average viewer spent 1 minute and 18 seconds at the page. This page was launched in March 2012 when an effort was being made to distribute information regarding the proposed stormwater management utility. While a timeframe of the hits was unavailable, it is anticipated that the increase in hits was a result of this effort.

Due to the structure of the website, the numbers of downloads of the Registration Statement, the Permit Year Three Annual Report, and the General Permit were not

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available. The city website is currently being re-developed with the hope that those numbers will be available in the future.

Assessment: This continues to be a worthwhile and effective means to distribute information. This BMP will be continued and with better application of available technology, its effectiveness can be reassessed next year.

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2. Public Involvement

2.A. Annually meet with at least one public volunteer group to discuss storm water quality volunteer opportunities.

During permit year four, the Robert E. Lee Soil and Water Conservation District held 10 stormwater quality events for the public with a total attendance of over 763 participants. These events are listed in the table below.

Date	Location	Subject	Participants	MS4 Goals
July 16, 2011	Lynchburg	Rain barrel workshop	10	2B
October 13, 2011	Lynchburg	Rain barrel workshop	7	2B
February 22, 2012	Regional	Stormwater Management Workshop	55	2A/2B
March 15, 2012	Lynchburg	Rain barrel workshop	13	2B
April 16 & 19, 2012	Lynchburg	Extension Agricultural Day	500	2A
April 19, 2012	Lynchburg	Rain barrel workshop	9	2B
May 17, 2012	Lynchburg	Rain barrel workshop	8	2B
June 14, 2012	Lynchburg	SWCD Strategic Plan Stakeholder meeting	6	2A
June 18 & 19, 2012	Lynchburg	Cub Scouts Program	200	2A
June 21, 2012	Lynchburg	Rain barrel workshop	10	2B

On January 31, 2012, the City made a presentation to the Central Virginia Master Naturalist chapter regarding stormwater management and volunteer opportunities. There were 43 members in attendance and the message was very well received. This resulted in two water quality improvement projects with the Master Naturalist's. They performed maintenance at a rain garden located in Peaks View Park that included, pulling weeds, removal of accumulated sediment at the parking lot edge, removing trash and mulching. They have indicated they wish to pursue this work in future years. The second volunteer project was a storm drain marking project that was to take place June 30, 2012. However, the derecho storm on June 29, 2012 resulted in severe damage in the project area and the project was rescheduled for early fall 2012.

Assessment: This appears to be a worthwhile effort and will continue.

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2.B. In PY2 and PY4 hold or sponsor at least one volunteer effort focused on stormwater quality improvement.

In March 2012 a litter pick-up event was held by the City of Lynchburg and Citizens for a Clean Lynchburg. There were 102 volunteers that participated in picking up trash and tires at 21 sites throughout the City, including the river front. This event removed 164 bags of trash and 139 tires totaling 2.4 tons of debris.

In June 2012, the City helped sponsor the James River Advisory Council's 13th annual James River Clean-up by picking up and disposing of all trash that was collected. The City collected four bags of trash with this event. A larger group went back in the summer for another trash pick-up event and the City disposed of 50 bags of trash and 15 tires from this event. The City will continue to offer trash pick-up and disposal of scheduled volunteer events.

A storm drain marking event was scheduled to take place June 30, 2012 with the local chapter of the Master Naturalist's. The derecho storm that took place June 29, 2012 severely impacted the area that the project was to take place and the event was not able to take place. This event has been rescheduled to take place in permit year five.

Assessment: This measure is effective at increasing the public's awareness and knowledge on local water quality issues and the City will continue to promote and support volunteer events.

2.C. Publicize the City's Citizens First hotline phone number as a way for citizens to report suspected illicit discharges to the stormwater system.

Lynchburg has been using two different phone numbers to encourage citizens to give input to all aspects of the stormwater management program. As required by this permit, the Citizen's First hotline number (434-856-CITY) is used in general publications and communications by the Departments of Community Development, Communication & Marketing, and Public Works. This is a number that is used for any type of communication with the city. Calls go to the Communications & Marketing Department staff who then uses internal e-mail to distribute the request to the proper city department.

The Water Resources Department has been using 434-485-RAIN for many years as the contact number for Combined Sewer Overflow related issues. Since the stormwater management program has recently been moved to the Department of Water Resources, callers will be encouraged to use the 485-RAIN number. These calls are answered by the Department receptionist. The receptionist will frequently know the answers to the questions and thus eliminate the need to transfer the call or the question to another staff member. This is in contrast with the 856-CITY number which almost always requires the generation of an internal e-mail, thus delaying our response to the citizen.

Beginning with permit year four of this permit cycle, the proper contact number for citizen communication with the city regarding stormwater issues will be 434-485-RAIN.

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During permit year four, the Department did see an increase in the number of calls regarding stormwater issues, particularly when the Department began an effort to distribute information pertaining to the proposed stormwater utility that was to become effective July 1, 2012.

Assessment: This measure is effective and the City will continue to publicize the 485-RAIN number with the implementation of the stormwater utility.

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3. Illicit Discharge Detection and Elimination (IDDE)

3.A. Continue the IDDE program as previously implemented.

The IDDE program has continued this year with one modification. The time frame to complete the dry weather screening was shifted to the summer time frame rather than the winter months. Further documentation on this change can be found in section 3.B. and Section E below. Timing of inspections has been a challenge in permit year four due to wet weather and inspection will continue into late summer.

Currently 43 inspections have been completed and of the inspections completed, there were three outfalls that were categorized as “potential” illicit discharges. After further investigation one incident was determined to be a spring that was seeping through to the outfall, at the second outfall sediment was found that had been transported from a nearby construction site and the third was found to be running water from a spigot that drained to the outlet. Each was determined not to be an illicit discharge and no further action was required.

In permit year four, the City, in partnership with Stafford County and the Center for Watershed Protection received “walk-up” technical assistance funds from the National Fish and Wildlife Foundation that will be used to perform a program review of the IDDE Program, desktop assessment of priority areas, conduct field assessments and training for staff and development of a field guide for staff. This work will continue through permit year five and may result in program modifications.

Assessment: So far this program has not resulted in any significant identification of IDDEs. However, the program has the potential to discover IDDEs that may not be discovered through any other means.

3.B. Use experience gained through annual IDDE inspections to determine if inspection frequencies should be adjusted up or down depending on parameters that are found to be significant.

The frequency of dry weather inspections was maintained during permit year four. The City’s stormwater program was reviewed by the Environmental Protection Agency (EPA) during permit year four and as a result of this review an adjustment was made to the timing of inspections. In previous years inspections had been conducted during the winter or leaf-off conditions that made outfalls more accessible but was not the ideal time frame for detecting illicit discharge potential. As a result of the review, the City adjusted the inspection time frame for permit year four to be in the summer months. We feel that this is a better time period to conduct dry weather screening of outfalls when activities that may generate a greater chance of an illicit discharge may occur.

Assessment: This program will be reevaluated on an annual basis.

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- 3.C. Annually document citizen participation in the HHW program and use that data to assess whether current publicity is effective.**

This is documented in item 1.D above.

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4. Construction Sites

4.A. Continue to maintain a consistently rated ESC program.

The City's Erosion and Sediment Control Program has been in compliance with the Department of Conservation and Recreation for the duration of permit year 4.

Assessment: This effort will continue.

4.B. Collect evidence of a developer's application for Virginia Stormwater Management Permit prior to issuing a City Land Disturbing Permit.

Private development plans are reviewed by several City departments through a process known as the Technical Review Committee (TRC). The TRC meets twice a month with representatives of all private development projects to discuss the merits and the City's concerns about each project.

Prior to the meeting, formal design plans are submitted to TRC. These plans are simultaneously reviewed by several City departments and comments are returned to the developers or their representatives as a combined comment package from the City as a whole. Among the aspects reviewed in this process are erosion & sediment control (ESC) and stormwater management.

A standard comment that is generated by the process and transmitted to all developers' notes that evidence of VSMP application must be presented to the City. This requirement is executed following the end of the review process and just prior to the beginning of construction. At that time, a pre-construction meeting is held at the project site including the City's ESC/Stormwater Management staff, a representative of the developer, and representatives of the contractor including the contractor's Certified Land Disturber. At the meeting, the contractor must present evidence that a VSMP application has been submitted. Following a discussion of the ESC requirements, the Land Disturbing Permit is given to the developer.

Assessment: This effort will continue to be reviewed.

4.C. Monthly, report to DCR the number of regulated land disturbing activities and total disturbed acreage as required.

Reports were sent to DCR as required on a monthly basis. The reports indicated 127 land disturbing permits were issued in permit year 4 with a total disturbed area of 95.27 acres. The activity peaks were in August 2011 and April 2012 when 23 and 19 permits were issued respectively. The slowest months were December and May when only 4 and 5 permits, respectively, were issued each month.

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Assessment: Monthly reporting does not make any contribution to improvements in water quality.

4.D. Continue to support intergovernmental cooperation by actively participating in the Central Virginia Erosion and Sediment Control Committee.

The Central Virginia Erosion and Control Committee met three times during permit year four. A City of Lynchburg representative served on the Stormwater Local Government Advisory Committee for the Stormwater Management Regulations rollout. In an effort to share this information with the Region, the committee met to discuss the information that was provided at the meetings and take comments back to the DCR meetings. We anticipate continuing to meet as the rollout of the stormwater management regulations progress.

Assessment: This program has had a very significant value to all participating parties for many years and will be continued.

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5. Post-Construction

5.A. Through quarterly participation, support the DCR BMP Clearinghouse Committee's implementation of methodologies to evaluate the various BMPs, and support other appropriate statewide coordination efforts.

The City of Lynchburg continues to support the BMP Clearinghouse Committee through active participation at committee meetings. Meetings were held in Charlottesville on October 24, 2011 and January 23 and April 23, 2012. An additional sub-committee meeting was held in Richmond on May 30, 2012. The committee has continued to make comments on the clearinghouse policy particularly on the topic of the number of test sites and the number of allowed installations for various use level designation for manufactured BMPs. The City of Lynchburg representative on the committee has been active in all committee meetings.

Assessment: This program has not yet had an impact on stormwater quality but has a very significant potential to do so in the future. The City sees significant benefit to the future success of the BMP Clearinghouse Committee and wishes to continue our active participation in and support of this committee's efforts.

5.B. Annually document the rate of property owner compliance with BMP Maintenance Agreements.

Property owner compliance with BMP maintenance agreements has slightly improved from last permit year. For several years now letters have been sent to owners of all private BMPs of record in the City. This year 190 letters were sent to owners in early-December 2011 with a follow-up reminder in March 2012. Responses were received from 50 owners. This is over a 300% increase from permit year three.

Assessment: Merely documenting received reports will not have any impact on stormwater quality. As the City's Stormwater Utility begins functioning, more aggressive follow-up efforts will obviously be required to improve this rate. A new stormwater position will be hired in the Department of Water Resources in permit year five to work on this program.

5.C. Encourage Low Impact Development for private development projects and City Capital Improvement Projects.

The City of Lynchburg continues to actively encourage low impact development for both public and private land development projects in the City. Through the City's Technical Review Committee (TRC) private developers are encouraged to implement low impact development. Even though the amount of new private development has been reduced in the past few years due to the state of the economy, some new projects are again being submitted. In permit year four there was one proposed plan for a cluster

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development that would meet LID standards, however, the developer decided to not proceed with the project. There was another project approved and under construction that proposes a green roof application to management stormwater runoff.

In the previous annual report we had reported that a green roof was being proposed on City's College Hill Filter Plant as part of a grant. The scope of the project has shifted to focus on a new permeable paver parking lot at the Plant as well as a rain garden to take street drainage. Plans were in development at the end of the permit year with construction anticipated in permit year five. The City is also undertaking a renovation to our Parks and Recreation main office that will be incorporating a new permeable pavement parking lot and a retrofit of an existing parking lot with permeable pavement.

Assessment: The City is strongly committed to promoting low impact development. We will continue to look for ways that traditional projects can be modified toward an LID strategy and pass those suggestions on to developers whenever we have the chance.

5.D. By the end of PY 4 (June 30, 2012), document the rate of implementation of the trails initiatives and preservation of riparian buffers.

The City Department of Parks & Recreation, in conjunction with Lynchburg College, is actively pursuing the extension of the Creekside Trail from its current terminus at the Blackwater Creek Recreation Area, further upstream along Blackwater Creek and onto the Lynchburg College campus. Construction plans for extension of 7,090 feet of trail were developed during permit year four with construction to begin in permit year five. Once complete 1.3 miles of stream side buffer will be protected and new trail will be available for public use.

The City Department of Parks & Recreation also completed a new Ivy Creek Park and trail system that installed 5,032 feet of trail along a lake and tributary to Ivy Creek. Approximately 2,582 feet of stream and lake buffer will be preserved. This park will also be the future home of the Nature Zone and education center that will provide outreach to a variety of groups in the community.

Two other trail projects have been completed that will protect and provide access to the trail along Blackwater Creek. Approximately 2,550 feet of trail was installed. Through the development and installation of trails during this permit, 14,672 feet or 2.8 miles of trails have been planned or installed that will serve to protect 12,222 feet or 2.3 miles of waterways.

Assessment: The City's trails initiative has been very successful for many years as a recreational service to citizens. It also seems to have a valuable environmental education component and needs to be continued to provide citizens with otherwise unavailable opportunities to observe stream ecology.

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5.E. Continue to enforce City Stormwater Management Ordinance and BMP design guidelines on all development projects, including City projects.

The City continues to enforce stormwater management on all development projects including City projects.

The primary tool the City uses to enforce stormwater management on private development is through the City's Technical Review Committee (TRC). TRC meets twice each month to review new private development. All private development except single-family homes on existing lots with existing infrastructure must be approved by TRC prior to permit issuance. Procedures for public development projects were revised and implemented in permit year four so that all public projects are reviewed through TRC.

Assessment: This activity will be continued.

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6. Good Housekeeping

6.A. Annually document ongoing City pollution prevention activities.

Community Development Department

The Community Development Department provides plan review and inspection of Erosion and Sediment and Stormwater Management compliance for all development in the City.

Fire and Emergency Medical Services Department

This Department provides pollution prevention through its hazardous materials team. This team responds to HAZMAT incidents throughout the City and works to keep such materials from entering storm and surface waters.

The Fire and EMS Department also provides maintenance services for all vehicles within their department at their maintenance facility behind Fire Station # 7. All operations are conducted inside the building except as noted in item 6.G of this report.

The Fire and EMS Department maintains two above ground fuel storage tanks, one at Fire Station # 7, and one at Fire Station # 8.

Fleet Services

Fleet Services provides vehicle maintenance services for all City vehicles except the Fire Department. Vehicle maintenance activities contribute to pollution prevention by keeping motor vehicles in proper operating condition and thus preventing fuel, lubricants and other solids and fluids from being deposited on City streets and thoroughfares.

The City's 20,000 gallon underground diesel fuel storage tank and 20,000 gallon unleaded fuel storage tanks at the Fleet Services fueling station are double walled for containment. The underground segmented tank at the School's facility, consisting of a 17,000 gallon diesel fuel compartment and a 5,000 gallon unleaded fuel compartment, is also double walled.

Used motor oil collected at Fleet Services is stored in a 500 gallon receptacle and periodically removed to Winston-Salem, NC for storage, and then to Waynesfield, NC for recycling.

Public Works Department

Herbicide and pesticide applications by Buildings and Grounds personnel are performed only by personnel certified in the handling and application of such chemicals.

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The City's recycling program has nine collection points. Annual recycling from City for calendar year 2011 was:

Paper	29,005 tons
Metal	31,910 tons
Plastic	494 tons
Glass	3 tons
Co-mingled	2,136 tons
Yard waste	73 tons
Wood	3,272 tons
Tires	83 tons
Oil	59 tons
Oil filters	0 tons
Anti-freeze	67 tons
Batteries	11 tons
Pallets	105 tons
Cooking oil	32 tons
Construction waste	7 tons
Inert materials	14,332 tons

The Public Works truck wash facility provides a dedicated equipment and vehicle washout area that collects and conveys wash water to the combined sewer system.

Public Works operates the street sweeping program which enhances water quality by reducing the amount of sediment, silt, and small floatables reaching the storm drainage system. Statistics are reported under item 6.D of this report.

Salt for snow removal operations is stored in two City-operated salt barns. Calcium chloride is stored in two 5,000 gallon tanks with secondary containment.

Leaf collection programs reduce litter and debris. Loose and bagged leaves are collected on regular schedules during the fall months.

Aboveground drainage infrastructure is cleaned as required reducing the introduction of sediment, silt and floatables within the collection system.

Responsibility for waste collection services and landfill management has been transferred to the Region 2000 Service Authority. This landfill will reach capacity within the next couple of years. At that time, the City will begin transporting solid waste to an alternate Region 2000 landfill site located in Campbell County.

Water Resources Department

The Department of Water Resources is the lead department for management of the City's MS4 permit. Assistance is still provided by other departments within the City but management is now clearly vested at Water Resources. The department has been actively working toward the development of a Stormwater Utility structure in order to

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effectively implement the requirements of this permit and other stormwater management activities. City Council approved the Stormwater Utility Ordinance in December 2011 and approved a \$4 per Single-Family Unit (SFU) rate in April 2012 and is anticipated to provide \$2.6M in revenue to provide a dedicated revenue source for stormwater related services. The utility will be implemented July 1, 2012.

Through the operation of the City's Wastewater Treatment Plant the Water Resources Department implements one of the single largest pollution prevention efforts in the City.

The Water Resources Department is also currently working on a major long-term project to eliminate existing combined sewers within the City's collection system. Since work began, 110 of the original 132 overflow points have been eliminated, leaving 22 points to be closed in the future. As a result of closing these outfalls, 80% of the combined sewer overflow volume has been eliminated.

Assessment: Documentation of these activities helps provide understanding of the effectiveness of the programs and indicates trends.

6.B. Annually quantify the certification of City employees who handle and apply herbicides and pesticides.

All employees who handle pesticides and herbicides have appropriate certifications. In the Public Works Department sixteen employees are registered technicians and six have commercial applicator certifications. In the Water Resources Department, seven employees are registered technicians and one has commercial applicator certification.

Assessment: Annual quantification of certifications does not have a measurable impact on water quality. It may help indicate a trend if such certifications were to decline.

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6.C. Annually deliver a stormwater quality message to City Public Works, Water Resources, and Fleet Maintenance field crews.

A stormwater message was delivered to field employees at the times and locations indicated in the table below:

Field Employee Participation in Stormwater Training Sessions PY4

Date	Department	Location	Attendance
March 15, 2012	Water Resources	Meter Readers	8
March 20, 2012	Water Resources	WWTP	25
March 23, 2012	Water Resources	Utility Line Crews	30
April 9, 2012	Water Resources	College Hill Filter Plant	20
April 11, 2012	Public Works	Streets/Custodial/Construction	44
April 13, 2012	Public Works	Grounds	54
April 17, 2012	Public Works	Refuse/Recycling	20
		Total	201

The message this year covered an overview of why stormwater has become so important, an overview of the purpose of a stormwater utility and also focused on the IDDE component and how city field crews could assist that effort.

Assessment: This activity had an immediate impact on the awareness level of field crews and should be continued.

6.D. Document the rate of pollutant removal of the ongoing street sweeping program.

The City's street sweeping program removed 385.22 tons of material from City streets during permit year four.

The City's vacuum trucks removed 153.75 tons of materials from the storm sewer system during permit year four. In July 2012 there was a fire that destroyed the department's two vacuum trucks and two camera trucks. A rental vacuum truck was secured for emergency needs until replacement vehicles could be purchased, so the capability to perform regular system cleaning was severely affected. It wasn't until early 2012 that most of the equipment could be replaced. It is anticipated that these numbers will increase next year as the field crews were fully operational by the end of the permit year.

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Assessment: This continues to be an effective measure to improve water quality.

6.E. Annually meet with directors of Public Works, Water Resources, and Fleet Maintenance to discuss opportunities for enhancing stormwater pollution control at City facilities.

A meeting was held on February 29, 2012 with the Directors of Public Works, Water Resources, Fleet and other city staff in advance of the program review by EPA. During this meeting, standard operating procedures were discussed and reinforced. There were no changes made to the operating procedures during permit year four.

Assessment: Annual meetings have value to ensure that department directors are reminded of the significance of stormwater management issues.

6.F. Continue to enforce City good housekeeping Standard Operating Procedures at all City facilities.

The City has been following its standard operating procedures. A report on various SOPs is included in item 6.E above and item 6.G below. In addition, training of City field staff to reinforce the significance of stormwater management issues is discussed under item 6.C above.

Assessment: Enforcement of these procedures is critical to both direct water quality benefits and indirect benefits through the example set for citizens and businesses.

6.G. Continue to reevaluate City good housekeeping Standard Operating Procedures at all City facilities.

Public Works

3.26 - Street Sweeping. This SOP is followed and no changes were recommended.

3.27 - Road Maintenance – Snow Disposal. This SOP is followed and no changes were recommended.

3.28 - Road Maintenance – Sand and Salt Storage. This SOP is generally followed, however a City materials storage lot at 200 Pulaski Street (accessed from Chambers Street) was discussed. A site visit to this location has indicated that stormwater runoff from this site, while generally free of illicit discharge, is producing some erosion that requires attention. During permit year four appropriate erosion control measures were installed to better manage site runoff.

3.29 - Road Maintenance – Salt Application. Three items in this SOP deserve attention. Item 4, low salt areas, has generally not been determined to be necessary and possibly should be removed from the SOP.

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Item 7, clean-up of road grit, is done after the completion of snow season.
Item 10, rate of spreading, is done manually.

Water Resources

ULM-02 Preventing Contamination of Water Supply During Water Main Repair (Water Main Repair Procedure). No changes made.

ULM-09 Inlet and Storm Drain Cleaning. No changes made.

Fire & EMS Department

Procedures at the Fire Department maintenance facility were reviewed with the Fire Chief on February 14, 2012. Most vehicle washing and all other operations occur inside and drainage is all to the sanitary sewer system. The largest fire trucks are washed once or twice a year on the grass outside of the building.

Procedures for fire suppression foam procedures were not looked at in permit year four but still may require further review in the coming year.

Fleet

Current procedures have eliminated stormwater management issues at Fleet Services.

Assessment: Regular review of these procedures keeps their relevance at a higher level. For example, new procedures will be developed for erosion and sediment control at utility repair sites.

C. Results of Information Collected

No information was collected in permit year four.

D. Activities Planned for Next Permit Year (PY5)

All activities listed in the City's Registration Statement will be continued during the next permit year with the exceptions of item 1.A, 1.B. and 5.D. which have no requirements for permit year 5, and 3.B. which has been modified as described in Section E below.

In addition to fulfilling the requirements of this permit, The City will be implementing a Stormwater Management Utility.

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E. Changes to BMPs or Measurable Goals

The IDDE program BMP 3.B currently indicates that inspections would occur during winter months. This procedure will be modified to state that inspections will generally be completed during summer months when potential for illicit discharges is higher. We will review the outcome of inspections for permit year four to determine there is a correlation between the season and found illicit discharges for future inspections.

F. Notice of Reliance on Other Government Entities

The City of Lynchburg uses the Robert E. Lee Soil and Water Conservation District to perform task 2.A “Annually meet with at least one public volunteer group to discuss storm water quality volunteer opportunities”. The City relies on the Region 2000 Service Authority to collect data used in BMP 3.C “document citizen participation in the HHW program.”

G. Status of Section II C Programs

The City has no programs operating under Section II C.

H. Section I B 9 Information

This requirement is not applicable, since a waste load allocation under the Middle James River TMDL was not assigned until July 21, 2008, which was after July 9, 2008, the effective date of this MS4 General Permit.

I. Record of Illicit Discharges

One illicit discharge was reported during the permit year.

Illicit Discharge 1. Dumping of cooking grease down storm drain. Reported by a citizen on December 22, 2011 that a neighbor was dumping cooking grease in the storm drain. City staff responded the same day and confirmed the activity. After attempts to contact the property owner verbally failed, a certified letter was sent advising that the activity was prohibited and offered appropriate alternatives to handling the waste. The inlet was cleaned by city crews and was revisited a month later with no obvious signs of a reoccurrence.

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J. Regulated Land Disturbing Activities

Selected columns from the list of land disturbing permits are printed below. The full list has been transmitted monthly as required.

Project Title	Project Address	Owner/Applicant	Approval Date	Total Disturbed Ac.
Agreement in Lieu - SFR	137 Acres Court	Hawks Foundations Inc	7/11/2011	0.22
Agreement in Lieu - SFR	503 Cornerstone Street	Borel Construction Co Inc	7/19/2011	0.22
Agreement in Lieu - SFR	5218 Inglewood Road	Wingfield Burton Construction Inc	7/11/2011	1.12
Agreement in Lieu - SFR	102 Meridian Street	Borel Construction Co Inc	7/19/2011	0.09
Agreement in Lieu - SFR	306 Cornerstone Street	JBO LLC	7/20/2011	0.17
Agreement in Lieu - SFR	114 Brenleigh Court	JC Laughlin Builder Inc	7/26/2011	0.22
Agreement in Lieu - SFR	116 Brenleigh Court	JC Laughlin Builder Inc	7/26/2011	0.33
Agreement in Lieu - SFR	113 Beverly Bills Circle	Carolyn Lattimer	7/25/2011	0.1
Phillips Wheel Alignment Building Addition	2604 Norma Street	Coleman Adams Construction	7/12/2011	0.11
J Crew Borrow Site	150 Mill Ridge Road	Counts and Dobyans Inc	7/8/2011	6
LU Amphitheater Parking	751 Mountain View Drive	Liberty University Inc	7/11/2011	7.1
Agreement in Lieu - SFR	106 Farley Brach Drive	Gerdy Construction Co	8/22/2011	0.24
Agreement in Lieu - SFR	805 Byrd Street	Betty Woodard	8/5/2011	0.12
Agreement in Lieu - SFR	722 Old Graves Mill Road #A	Custom Structures Inc	8/11/2011	0.57
Agreement in Lieu - SFR	722 Old Graves Mill Road #B	Custom Structures Inc	8/11/2011	0.57
Agreement in Lieu - SFR	105 Emeline Drive	Thomas Builders of Virginia	8/26/2011	0.21
Agreement in Lieu - SFR	207 Meridian Street	VC Design and Build Inc	8/26/2011	0.07
Agreement in Lieu - SFR	209 Meridian Street	VC Design and Build Inc	8/26/2011	0.07
Agreement in Lieu - SFR	211 Meridian Street	VC Design and Build Inc	8/26/2011	0.07
Agreement in Lieu - SFR	218 Meridian Street	VC Design and Build Inc	8/26/2011	0.07
Agreement in Lieu - SFR	220 Meridian Street	VC Design and Build Inc		0.07
Agreement in Lieu - SFR	222 Meridian Street	VC Design and Build Inc	8/26/2011	0.07
Agreement in Lieu - SFR	54 Polk Street	Greater Lynchburg Habitat for Humanity	8/30/2011	0.05
Agreement in Lieu - SFR	404 Cornerstone Street	JBO LLC	8/29/2011	0.1
Agreement in Lieu - SFR	410 Cornerstone Street	JBO LLC	8/29/2011	0.1
Agreement in Lieu - SFR	412 Cornerstone Street	JBO LLC	8/29/2011	0.08
Agreement in Lieu - SFR	100 Hunterdale Drive	Kenneth Torrence	8/29/2011	0.1
Agreement in Lieu - SFR	5401 Pleasant Valley Road	LSG Builders Inc	8/11/2011	0.63
Agreement in Lieu - SFR	100 Nettie Court	Equity Enterprises 1984 LLC	8/10/2011	0.37
Agreement in Lieu - SFR	203 Creekview Court	Thomas Builders of Virginia	8/9/2011	0.28
Hilltop Homes Parking Spaces	1402 Fillmore Street	CL Lewis & Co Inc	8/4/2011	0.02
Belvac Proposed Building Addition	237 Graves Mill Road	Coleman Adams Construction	8/5/2011	6.29
Kelly's Lawn Care	322 Chapel Lane	Finly Coporation	8/10/2011	0.94
Centra Fill Area	1800 Tate Springs Road	CL Lewis & Co Inc	8/12/2011	0.76
Centra Inn	1701 Thomson Drive	CL Lewis & Co Inc	8/12/2011	0.96
Agreement in Lieu - SFR	57 Jackson Street	RM Gantt Inc	9/19/2011	0.15

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Agreement in Lieu - SFR	2807 Herbert Street	Richard Zechini	9/12/2011	0.09
Agreement in Lieu - SFR	502 Bent Oak Court	Danny Tyree Builder Inc	9/9/2011	0.31
Agreement in Lieu - SFR	111 Bennett Drive	Long Meadows Inc	9/15/2011	0.11
Agreement in Lieu - SFR	129 Bennett Drive	Long Meadows Inc	9/14/2011	0.19
Agreement in Lieu - SFR	203 Preserve Drive	Foster Builders Inc	9/14/2011	0.23
Agreement in Lieu - SFR	101 Creekview Court	Thomas Builders of Virginia	9/19/2011	0.24
Agreement in Lieu - SFR	103 Emeline Drive	Thomas Builders of Virginia	9/19/2011	0.18
Jobbers Overall LLC	1503 Kemper Street	Mutual Builders Inc	9/9/2011	0.99
Calvary Chapel Building Addition	742 Leesville Road	Calvary Chapel of Lynchburg	9/21/2011	0.32
Cornerstone - Building on Parcel 2D	100 Cornerstone Street	Borel Construction Co Inc	9/28/2011	3.91
Agreement in Lieu - SFR	347 Bell St.	RM Gantt Inc	10/11/2011	0.05
Agreement in Lieu - SFR	523 Capstone Dr.	Foster Construction, Inc	10/17/2011	0.07
Agreement in Lieu - SFR	503 Northwynd Cir.	Milton Construction Co.	10/14/2011	0.05
Alan B. Pearson CancerCenter Parking Addition	1701 Thomson Drive	Johnson Equipment Rental Inc	10/19/2011	0.08
Centra Health Parking Lot	1900 Tate Springs Rd.	Johnson Equipment Rental Inc	10/19/2011	0.11
Pyramid Motors Urban Disconnect	407 Federal St.	FL Showalter, Inc	10/20/2011	0.25
Vactor Truck Shed	514 Floyd St.	City of Lynchburg	10/12/2011	0.1
Southern Air Slope Stabilization	2655 Lakeside Dr.	Southern Air, Inc.	11/4/2011	0.2
Village Oaks Parking Lot	2166 Carrington Rd	Shaefer Oglesby	11/28/2011	0.2
LCA Parking Lot	751 Mountain View Rd	LU/Liberty Christian Academy	11/30/2011	2.5
City Project	701 Reusens Rd.	City of Lynchburg	11/1/2011	0.5
Agreement in Lieu - SFR	308 Cornerstone	Precise Properties, Inc.	11/2/2011	0.07
Agreement in Lieu - SFR	114 Springvale Dr.	4D Construction Inc	11/9/2011	0.07
Agreement in Lieu - SFR	101 McKenna Dr.	Foxcrest Developers, Inc	11/11/2011	0.1
Agreement in Lieu - SFR	400 Cornerstone St.	Foster Construction, Inc	11/21/2011	0.07
City Project	100 Breezewood Dr.	Carroll's Landscaping	12/1/2011	0.5
Spring Hill Cemetery	3000 Fort Ave.	CL Lewis & Co Inc	12/12/2011	0.5
University Square Strip Mall	4010 Wards Rd.	GJJ of Lynchburg LLC	12/12/2011	1.88
Agreement in Lieu - SFR	505 Brunswick Rd.	Zachary Todd Baldrige	12/15/2011	0.5
Agreement in Lieu - SFR	505 Capstone Dr.	Foster Builders	1/5/2012	0.14
Agreement in Lieu - SFR	317 Cornerstone St.	VA Builders of Cent. VA.	1/3/2012	0.14
Agreement in Lieu - SFR	912 Rockbridge Ave.	Greater Lynchburg Habitat for Humanity	1/13/2012	0.14
Agreement in Lieu - SFR	311 Cornerstone St	Borel Construction	1/18/2012	0.14
Agreement in Lieu - SFR	313 Cornerstone St.	Edward J. Friar Builder	1/20/2012	0.14
Agreement in Lieu - SFR	309 Cornestone St.	Precise Properties	1/23/2012	0.14
LU Vines Ctr. Practice Facility	1971 University Blvd.	Liberty University	1/5/2012	2.8
Agreement in Lieu - SFR	108 Trolley Ct.	Custom Structures, Inc	2/1/2012	0.5
Agreement in Lieu - SFR	101 Trolley Ct.	Schrock Construction	2/3/2012	0.5
Agreement in Lieu - SFR	202 Creekview Ct.	Thomas Builders of VA	2/10/2012	0.15
Agreement in Lieu - SFR	104 Emeline Dr.	Thomas Builders of VA	2/10/2012	0.15
Agreement in Lieu - SFR	1506 Brookville Ln	4D Construction	2/14/2012	0.2
Agreement in Lieu - SFR	115 Bennett Dr.	Long Meadows Inc.	2/28/2012	0.25
Agreement in Lieu - SFR	131 Bennett Dr.	Long Meadows Inc.	2/28/2012	0.25
Putt-Putt Building Addition	8105 Timberlake Rd.	JTL, Inc	2/16/2012	0.12
Sam's Club Remodel	3912 Wards Rd.	JA Fielden, Inc	2/22/2012	2
Craft Hyundai	101 Breezewood Dr.	Glass & Associates	2/24/2012	3.4

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Regional WWTP Upgrades	2301 Concord Turnpike	City of Lynchburg	2/27/2012	0.71
Agreement in Lieu- SFR	501 Northwynd Cir.	Milton Construction	3/16/2012	0.14
Agreement in Lieu- SFR	106 Wheatland Ct.	Foxcrest Developers	3/22/2012	0.33
Agreement in Lieu- SFR	315 Cornerstone St.,	VA Builders of Cent. VA.	3/27/2012	0.14
Agreement in Lieu- SFR	3609 Ridgcroft Dr.	Pioneer Construction	3/29/2012	0.25
Agreement in Lieu- SFR	114 Amaya Dr.	R Moorefield Construction	3/29/2012	0.25
LU Library Early Grading	1971 University Blvd.	Liberty University	3/12/2012	7.6
LCA Football Practice Field	601 Mountain View Rd.	Liberty University	3/22/2012	3.96
TRBC Parking Lot Addition	601 Mountain View Rd.	Thomas Road Baptist Church	3/22/2012	0.1
First Baptist Church Parking Lot	2431 Tazewell Ave.	First Baptist Church of South Lynchburg	3/26/2012	0.6
Agreement in Lieu- SFR	106 Emeline Dr.	Thomas Builders of VA	4/3/2012	0.25
Agreement in Lieu- SFR	107 Emeline Dr.	Thomas Builders of VA	4/3/2012	0.25
Agreement in Lieu- SFR	108 Emeline Dr.	Thomas Builders of VA	4/3/2012	0.25
Agreement in Lieu- SFR	201 Creekview Ct.	Thomas Builders of VA	4/3/2012	0.25
Agreement in Lieu- SFR	205 Creekview Ct.	Thomas Builders of VA	4/3/2012	0.25
Agreement in Lieu- SFR	118 Bennett Dr.	Long Meadows Inc.	4/12/2012	0.25
Agreement in Lieu- SFR	121 Bennett Dr.	Long Meadows Inc.	4/12/2012	0.25
Agreement in Lieu- SFR	213 Meridian St.	VC Design Build	4/17/2012	0.07
Agreement in Lieu- SFR	215 Meridian St.	VC Design Build	4/17/2012	0.07
Agreement in Lieu- SFR	217 Meridian St.	VC Design Build	4/17/2012	0.07
Agreement in Lieu- SFR	213 Two Creek Dr.	Timothy Cash Builders	4/18/2012	0.33
Agreement in Lieu- SFR	103 Amaya Dr.	R Moorefield Construction	4/23/2012	0.25
Agreement in Lieu- SFR	103 Creekview Ct.	Thomas Builders of VA	4/24/2012	0.25
Agreement in Lieu- SFR	66 Monroe St.	Habitat For Humanity	4/26/2012	0.1
LU Baseball Operations Center Early Grading	751 Mountain View Rd.	Liberty University	4/5/2012	12.23
Acorn Hill Lodge Addition	2134 Old Forest Rd.	Robert Crocker	4/5/2012	0.25
LCA Gymnasium Addition	601 Mountain View Rd.	Thomas Road Baptist Church	4/13/2012	0.55
Sam's Club Fueling Station	3912 Wards Rd.	Gillam & Associates	4/13/2012	1.3
Waterjet Building Addition	129 Bradley Dr.	Modern Buildings	4/23/2012	0.58
Agreement in Lieu- SFR	1907 Boston Ave.	Clyde Bondurant	5/2/2012	0.14
Agreement in Lieu- SFR	224 Legacy Oaks Dr.	Fralin Companies, Inc.	5/9/2012	0.14
Agreement in Lieu- SFR	104 Wheatland Ct.	Foxcrest Developers	5/30/2012	0.33
Liberty University Track Rehab	1971 University Blvd.	Liberty University	5/8/2012	0.75
Riblet Rentals, LLC	135 Bradley Dr.	Modern Buildings	5/30/2012	2.2
Agreement in Lieu- SFR	303 Cornerstone St.	Borel Construction	6/8/2012	0.14
Agreement in Lieu- SFR	102 Nettie Ct.	Equity Enterprises	6/13/2012	0.25
Agreement in Lieu- SFR	102 Trolley Ct.	Long Meadows Inc.	6/15/2012	0.5
Agreement in Lieu- SFR	704 Hayes Dr.	Thomas Wayne Mason	6/18/2012	0.25
Agreement in Lieu- SFR	107 Parkview Dr.	Thomas Wayne Mason	6/18/2012	0.2
Agreement in Lieu- SFR	311 Capstone Dr.	VA Builders of Cent. VA.	6/25/2012	0.14
Agreement in Lieu- SFR	304 Portico St.	Precise Properties	6/26/2012	0.14
Snowflex Tube Run Addition	4000 Candler's Mountain Rd.	Liberty University	6/8/2012	0.65
Blackwater Creek Recreation Area Dog Park	535 Monticello Ave.	City of Lynchburg	6/13/2012	.001
Intramural Fields Pond Parking Lot	2300 Liberty Mountain Dr.	Liberty University	6/19/2012	1.3
Softball Field Parking Lot	100 South Campus Dr.	Liberty University	6/19/2012	2.09

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K. Permanent SW Facilities per Section II B 5 b (6)

The following 17 new stormwater BMPs were installed in PY4:

Project	BMP	# Acres Treated per BMP	HUC	Receiving Water Body
CSO Project	CDS Unit	11.64	JM 09	Trib to James
CSO Project	CDS Unit	3.14	JM 09	Trib to James
CSO Project	CDS Unit	5.69	JM 09	Trib to James
CSO Project	Bioretention	.9	JM 09	Trib to Ivy
Village Oaks Parking Lot	Detention Pond	0.33	JM 10	Trib to Blackwater
Village Oaks Parking Lot	Rain Tank	0.33	JM 10	Trib to Blackwater
Pyramid Motors Urban Disconnect	Infiltration Basin	0.31	JM 10	Trib to Blackwater
Pyramid Motors Urban Disconnect	Infiltration Basin	0.20	JM 10	Trib to Blackwater
Heritage Baptist Church	Bioretention	0.8	JM 10	Trib to Tomahawk
Women's Health Services Parking Lot	Bioretention	0.30	JM 10	Trib to Tomahawk
Lynchburg College DPT	Underground detention	1.61	JM 10	Blackwater
Lynchburg College DPT	Filtterra	0.20	JM 10	Blackwater
Lynchburg College DPT	Filtterra	0.64	JM 10	Blackwater
Lynchburg College DPT	Bioretention	0.39	JM 10	Blackwater
Lynchburg College DPT	Permeable Pavers	1.01	JM 10	Blackwater
LCA Parking Lot	Bioretention	1.56	JM 10	Trib to Blackwater
TRBC Parking Lot	Landscaping	.04	JM 10	Trib to Blackwater

L. Copies of New or Terminated Agreements

There are no new or terminated agreements between the City and any third parties.

M. Copies of Written Public Comments

No written public comments have been received regarding the MS4 Program Plan during this permit year.

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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 penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

By: L. Kimball Payne III

Title: City Manager

Signature:  Date: 9/28/12

Please direct questions or comments on this report to:

Erin B Hawkins, CFM
Water Quality Manager
City of Lynchburg
Department of Water Resources
525 Taylor Street
Lynchburg, VA 24501
Phone: 434-455-3869
E-mail: erin.hawkins@lynchburgva.gov

Responsible Director:

Timothy A. Mitchell, PE
Director of Water Resources
City of Lynchburg
525 Taylor Street
Lynchburg, VA 24501
Phone 434-455-4252
E-mail: timothy.mitchell@lynchburgva.gov

Sincerely,



Erin B Hawkins, CFM
Water Quality Manager