



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: _____

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): _____

2. Regulated Small MS4 Operator

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

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:

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>): _____

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

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.

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.

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

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: _____ Title: _____

Signature: _____ Date: _____

For Department of Conservation and Recreation Use Only

Accepted/Not Accepted by: _____ Date: _____

Basin _____ Stream Class _____ Section _____ Special Standards _____

INSTRUCTIONS for FORM DCR 199-148

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

WHO MUST FILE THE REGISTRATION STATEMENT

This registration statement must be completed and submitted by any regulated small MS4 requesting coverage under the above general permit for stormwater discharges.

1. Operators are regulated if they operate a small MS4, including but not limited to systems operated by federal, state, and local governments, including the Virginia Department of Transportation; and:

- The small MS4 is located in an urbanized area as determined by the latest Decennial Census by the Census Bureau. If the small MS4 is not located entirely within an urbanized area, only the portion that is within the urbanized area is regulated; or
- The small MS4 is designated by the Board.

2. An MS4 may be the subject of a petition to the Board to require a VSMF permit for their discharge of stormwater. If the Board determines that an MS4 needs a permit, the owner may use this registration statement to apply for coverage under the above general permit.

WHERE TO FILE THE REGISTRATION STATEMENT

The completed registration statement (with all attachments), a copy of the fee form and a copy of your check should be sent to the DCR's Stormwater Permitting Section in the Division of Soil and Water Conservation. The original fee form, application fee (as specified by Form DCR 199-145), and a copy of the registration statement (without attachments) should be sent to the DCR's Division of Finance, Accounts Payable at the address given on the fee form.

COMPLETENESS

Complete all items except where indicated in order for your registration statement to be accepted. Attach separate sheets of paper for Item 4 (Impaired Waters Information) and Item 7 (MS4 Program Plan).

DEFINITIONS

"Best management practice (BMP)" means schedules of activities, prohibitions of practices, including both a structural or nonstructural practice, maintenance procedures, and other management practices to prevent or reduce the pollution of surface waters and groundwater systems from the impacts of land-disturbing activities. BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.

"Operator" means the owner or operator of any facility or activity subject to regulation under the VSMF program.

"Small MS4" means all separate storm sewers that are: (1) Owned or operated by the United States, a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under subsection 208 of the CWA that discharges to surface waters; and (2) Not defined as "large" or "medium" municipal separate storm sewer systems, or designated under 4 VAC50-60-380 A 1. This term includes systems similar to separate storm sewer systems in municipalities, such as systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. The term does not include separate storm sewers in very discrete areas, such as individual buildings.

LINE BY LINE INSTRUCTIONS

Item 1. Regulated Small MS4

Provide the name of the regulated small MS4.
Check the appropriate type of regulated small MS4

Provide the location (county name or city name) where the small MS4 is located.

Item 2. Regulated Small MS4 Operator

Provide the name of the operator of the regulated small MS4.
Provide the small MS4 operator's address.
Provide the small MS4 operator's city, state and zip code.

Item 3. Receiving Waters

Provide the Hydrologic Unit Codes 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. An interactive map is available on-line at http://www.dcr.virginia.gov/soil_&_water/hu.shtml

Item 4. Impaired Waters Information

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.

Item 5. TMDL Waste Load Allocations

Provide 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>.

Item 6. Discharges to Physically Interconnected MS4s

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

Item 7. MS4 Program Plan

Attach a copy of the **MS4 Program Plan** that includes:

- 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:
 - A list of the existing policies, ordinances, schedules, inspection forms, written procedures, and other documents necessary for BMP implementation; and
 - The individual, department, division, or unit responsible for implementing the BMP;
- The objective and expected results of each BMP in meeting the measurable goals of the stormwater minimum control measures;
- The implementation schedule including any interim milestones for the implementation of a proposed new BMP; and
- The method that will be utilized to determine the effectiveness of each BMP and the program as a whole.

Item 8. Signed Third Party Agreements

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.

Item 9. Principal Executive Officer or Ranking Elected Official

Provide 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.

10. Duly Authorized Representative

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

Item 11. Certification

State law provides for severe penalties for submitting false information on this Registration Statement. State regulations require this Registration Statement to be signed as follows:

(1) For a corporation: by a responsible corporate officer. For the purpose of this subsection, a responsible corporate officer means:

- (a) A president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or
- (b) the manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;

(2) For a partnership or sole proprietorship: by a general partner or the proprietor, respectively; or

(3) For a municipality, state, federal, or other public agency: By either a principal executive officer or ranking elected official. For purposes of this subsection, a principal executive officer of a public agency includes:

- (a) The chief executive officer of the agency, or
- (b) A senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency.