



Stormwater Pollution Prevention Procedure

Procedure Number: 308P

Responsible Office: Director of Facilities Planning and Support Services/Manager Environmental Services

Forms: [Good Housekeeping Findings & Follow-up Form \(105-188\)](#)

Effective Date: 09/29/2015

Date Last Reviewed: 01/24/2024

1. Purpose

Every storm drain and structural BMP on campus leads to a local natural waterway. Pollution from NOVA's properties can adversely affect the health of humans, wildlife, and Virginia's waterways.

Faculty, staff, and students at NOVA have the responsibility to be good stewards of the campuses' natural resources. The College must prevent illicit discharges to the maximum extent practical in its daily operations and during construction activities. Faculty, staff, and students should be knowledgeable of how potential pollutants are handled and stored to help prevent stormwater pollution.

2. Definitions

Best Management Practices (BMPs): A permit condition used in place of, or in conjunction with effluent limitations, to prevent or control the discharge of pollutants. BMPs may include a schedule of activities, prohibition of practices, maintenance procedures, or other management practices. BMPs can also be structural elements such as retention ponds, rain gardens, or permeable pavers.

Illicit Discharges: Any discharges that are not composed entirely of stormwater. The following are examples and sources of illicit discharges:

- a. Excess Nutrients from fertilizer and animal waste.
- b. Sediment from construction sites.
- c. Impermeable Surfaces such as roads, parking lots and sidewalks that cause debris and pollutants to enter storm sewers.
- d. Toxic Chemicals such as insecticides, pesticides, motor oil and anti-freeze.
- e. Debris such as plastic bags, bottles, and cigarettes.
- f. Bacteria/Pathogens such as sewage and animal waste.

Land Disturbing Activity: Any man-made change to the land surface that may result in soil erosion from water or wind and the movement of sediments into state waters or onto lands in the Commonwealth, including, but not limited to, clearing, grading, excavating, transporting, and filling of land.

Pollutant: Any substance other than rainwater and snowmelt including, but not limited to, items such as trash, sediment, motor oil, gas, anti-freeze, animal waste, food waste, solvents, detergents, chemicals, cosmetics, art supplies, paint, electronics, batteries, metals, plastics, treated lumber, fertilizers, herbicides, and pesticides.

3. Procedure

A. Stormwater Pollution Prevention Plan

- a. The Stormwater Pollution Prevention Plan (SWPPP) identifies all stormwater discharge points on a campus or a construction site, actual and potential sources of stormwater contamination, and requires the implementation of both structural and non-structural Best Management Practices to reduce the impact of stormwater runoff on the receiving stream to the maximum extent practicable, and to meet water quality standards.
- b. The following areas have been identified at each campus as potential pollution sources:
 - i. Alexandria Campus
 1. Maintenance Building
 2. Dumpsters
 3. Automotive Shop
 4. Vehicle Storage
 5. Salt Operations
 6. Material Storage/Loading Area
 7. Fueling
 - ii. Annandale Campus
 1. CW Warehouse
 2. Maintenance Building
 3. Dumpsters
 4. Vehicle Storage
 5. Material Storage/Loading Area
 6. Salt Operations



7. Fueling
 8. Vehicle Washing
 - iii. Loudoun Campus
 1. Maintenance Building
 2. Dumpsters
 3. Material Storage/Loading Area
 4. Salt Operations
 5. Fueling
 6. Vehicle Storage
 - iv. Woodbridge Campus
 1. Service Support
 2. Maintenance Building
 3. HVAC Lab Building
 4. Material Storage/Loading Area
 5. Salt Operations
 6. Dumpsters
 7. Vehicle/Equipment Storage
 - c. Illicit discharges
 - i. Illicit discharges end up choking local waterways and are a threat to animal and human life.
 - ii. Littering is prohibited on campus and is considered an illicit discharge.
 - iii. Report illicit discharges or illegal activity resulting in illicit discharges on campus by submitting a [Good Housekeeping Findings & Follow Up Form 105-188](#) (GHFF) to the Manager, Environmental Services or email Stormwater@NVCC.edu. In case of emergency, contact Campus Police.
- B. Land Disturbing Activities
- a. Faculty, staff, and students must not engage in land disturbing activities resulting in erosion or sedimentation.



C. Campus Outreach

- a. NOVA conducts events throughout the academic year to keep faculty, staff, and students aware and educated on current environmental compliance issues affecting the College.