Solid Waste Management Facility PBR Application Form

Please specify, is this application for a ☒ New Facility or ☐ PBR Modification

I. FACILITY INFORMATION

A. Facility Information

Facility Name: Portsmouth Transfer Station & Materials Recovery Facility **Permit No. PBR** 652

Location Address: 2 Victory Boulevard

City, State, Zip: Portsmouth, Virginia 23702

Latitude: 36 Deg 48 Min 22.59 Sec North **Longitude:** 76 Deg 18 Min 21.76 SecWest

B. Facility Contact Information

Contact Person: Margaret Grace Roquemore **Contact Title:** Environmental Manager

Contact Phone: (757) 417-5251 **Contact E-mail:** groquemore@spsa.com

Owner: Southeastern Public Service Authority **Operator:** Southeastern Public Service Authority

Mailing Address: 723 Woodlake Drive **Mailing Address:** 723 Woodlake Drive

City, State, Zip: Chesapeake, Virginia 23320 **City, State, Zip:** Chesapeake, Virginia 23320

II. OPERATIONAL INFORMATION

A. Facility Type and Capacity

Specify Facility Type (check all that apply):

- ☐ Compost Facility: ☐ Type A or ☐ Type B
  - Specify Feedstocks: ☐ Category I ☐ Category II ☐ Category III ☐ Category IV
- ☐ Centralized Waste Treatment Facility
- ☐ Incineration Facility
- ☒ Materials Recovery Facility
- ☐ Thermal Treatment Facility
- ☒ Transfer Station
- ☐ Waste Pile
- ☐ Waste to Energy Facility

Total Property Acreage: 20.4 acres **Facility Boundary:** 10 acres

Process Rate: 2,500 tons per day

Storage Capacity: ***Solid Waste:*** 12,500 cubic yards ***Recovered material:*** 4,800 cubic yards

Hours of Operation: 24 hours a day, 7 days a week

B. Types of Wastes to be Accepted (check all that apply)

- ☐ Agricultural Waste
- ☐ Animal Carcasses
- ☐ Asbestos, friable
- ☐ Asbestos, non-friable
- ☐ Ash, non CCB/FFCP
- ☒ Commercial Waste
- ☒ Construction Waste
- ☐ Contaminated Soil
- ☐ Other Wastes, please list:
- ☒ Debris Waste
- ☒ Demolition Waste
- ☐ Fossil Fuel Combustion Products
- ☐ Household Hazardous Waste
- ☒ Household Waste
- ☐ Industrial Waste
- ☐ Institutional Waste
- ☐ Liquid Waste
- ☒ Municipal Solid Waste
- ☒ Scrap Metal
- ☒ Single Stream Recyclables
- ☐ Sludge, industrial
- ☐ Sludge, POTW
- ☒ Vegetative Waste
- ☒ Waste Tires, Storage: 40 cy
- ☒ White Goods

C. Wastewater/Leachate Management (check all that apply)

☒ Discharged directly to WWTP ☐ Transported by vehicle to offsite WWTP
☐ Treated onsite and discharged ☐ Other, please specify: _____

Leachate Storage Method: ☐ Tank(s) ☐ Impoundment(s) or ☒ Other, specify: None

Leachate Storage Capacity: 0 gallons

III. PBR APPLICATION ATTACHMENTS

The following items shall be provided as an attachment to this form and will constitute the facility's Permit-by-Rule application. Please indicate whether each item is 'provided' or 'not applicable' to the proposed facility or facility modification.

Permit-by-Rule Application Attachment	Provided	N/A
A. Notice of Intent	☒	☐
1. Area and Site Location Maps	☒	☐
2. Disclosure Statement, DEQ Forms DISC-01 and DISC-02	☒	☐
3. Local Government Certification and Solid Waste Management Plan Consistency Certification, DEQ Form SW-11-1	☒	☐
B. Certification of Siting Standards, 9 VAC 20-81-320	☒	☐
C. Certification of Operations Manual meeting standards of 9 VAC 20-81-340	☒	☐
D. P.E. Certification of Design/Construction Standards, 9 VAC 20-81-330	☒	☐
E. P.E. Certification of Closure Plan meeting standards of 9 VAC 20-81-360	☒	☐
F. Demonstration of legal control over the site	☒	☐
G. State Corporation Commission Certification	☐	☒
H. Closure Cost Estimate and Proof of Financial Assurance	☒	☐
I. Public Participation Summary	☐	☒
J. Copies of other DEQ Media Permits (Air, VPDES, etc.)	☒	☐
K. For facilities engaged in reclamation of petroleum-contaminated materials, a description of how the requirements of 9VAC20-81-660 will be met	☐	☒
L. Permit Fee specified under 9 VAC 20-90	☒	☐
M. Variance Petition in accordance with 9 VAC 20-81-760 If provided, please indicate the regulatory citation for variance:	☐	☒

IV. RESPONSIBLE OFFICIAL SIGNATURE

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.

SIGNATURE: _____ DATE: 02/27/2025

NAME: Margaret Grace Roquemore

TITLE: Environmental Manager

Attachment A

Southeastern Public Service Authority
723 Woodlake Drive
Chesapeake, Virginia 23320

January 24, 2025

Mr. Jeffery Greer
Solid Waste Permit Writer Senior
Virginia Department of Environmental Quality, Tidewater Regional Office
5636 Southern Boulevard
Virginia Beach, Virginia 23462

Notice of Intent of New Solid Waste Permit-by-Rule (PBR) Application for the Southeastern Public Service Authority Portsmouth Materials Recovery Facility

Dear Mr. Greer:

Southeastern Public Service Authority (SPSA) hereby requests a Solid Waste Permit-by-Rule (PBR) for the SPSA Portsmouth Transfer Station and Materials Recovery Facility (PTS). The facility was previously operated as a Refused-Derived Fuel (RDF) facility by Wheelabrator Portsmouth Inc. (WPI) under PBR 500. On July 1, 2024, SPSA took ownership of the facility. WPI has been retained to coordinate site cleanup and equipment removal to facilitate the conversion of the facility into a solid waste transfer station and materials recovery facility.

The following provides the details of the PBR request:

The facility is located on an approximately 20.4-acre parcel of land at 2 Victory Boulevard, Portsmouth, Virginia 23702 (see Attachment A.1) and is adjacent to the SPSA Operations Fleet Maintenance Center at 4 Victory Boulevard, Portsmouth, Virginia 23702. The property is owned by the federal government (United States Navy). SPSA owns and operates both facilities on the property.

Background: The facility was constructed in the late 1980s and consists of pre-engineered, metal panel type buildings that fully enclose the tipping floor and other operating areas, as well as the scalehouse. SPSA originally operated the facility, which functioned as a refuse derived fuel (RDF) plant. In 2009, SPSA sold the facility to Wheelabrator Portsmouth, Inc (WIP). WIP/WIN Waste Innovations continued operating the facility as an RDF plant under Permit-by-Rule No. 500. The RDF facility accepted a portion of SPSA's municipal solid waste (MSW) and commercial waste. The Service Agreement between WIP/WIN Waste Innovations and SPSA was originally set to expire in June 2027, but the contract was terminated in June 2024. As of July 1, 2024, the facility is owned by SPSA and is to be one in a network of transfer stations that services the authority's jurisdiction in the Tidewater Area of Virginia.

The facility is accessed by a paved entrance with truck scales and a scale house. A scale attendant will direct incoming vehicles and control access. The transfer station utilizes a

direct dump design consisting of two tippers and a bypass lane. The facility also has the capacity to be retrofitted with processing equipment to provide automated waste sorting and materials recovery operations. The Portsmouth Transfer Station has a design capacity of 2,500 tons and a daily waste storage capacity of 1,400 tons of recovered material and 2,500 tons of unrecovered waste, under the assumption of future MRF equipment installation. SPSA's policy is to accept only municipal, institutional and commercial solid waste. The waste brought to the facility is to be inspected, sorted (if applicable), and transported to a permitted disposal, recycling, or other processing facility. Tires are extracted from the incoming waste and are taken to the Tire Processing Facility at the Regional Landfill. Leachate from all covered and uncovered areas drains to a sanitary wastewater collection system. Solid waste is removed from the uncovered areas as soon as practicable and the tipping floor is cleared of all waste by the end of each operating day. If the facility is closed for any reason, solid waste on the tipping floor is properly handled/removed.

This application contains the following documents:

A.1. Area and Site Location Maps

A.2. Disclosure Statement (DISC-01, DISC-02) dated January 13, 2025

A.3. Local Government Certification and Solid Waste Management Plan Consistency Certification (DEQ Form SW-11-1) as signed by Mr. Henry Strickland, Director of Operations of SPSA; Mr. Trevon Boone, Zoning Administrator for the City of Portsmouth; and Mr. Robert Crumm, Executive Director of the Hampton Roads Planning District Commission (HRPDC)

B. Certification that the facility meets Siting Standards (9 VA C20-81-320)

C. Operations Manual and Certification (meeting the standards of 9 VAC 20-81-340)

D. The Design Description Manual for the facility, sizing and capacity calculations, and P.E. Certification of Design and Construction Standards (9 VAC 20-81-330) as signed by Mr. Keith T. Matteson, P.E., of SCS Engineers. The calculations assume that the peak incoming waste flow could be as high as 556 tons per hour (2.0 times the assumed average of 278 tons per hour) and that vehicles bringing waste are 100 percent municipal/commercial (about 14 loads per hour). Assuming an average of 5 minutes to unload municipal/commercial vehicles, two (2) unloading positions are required. Assuming each position requires 45 feet of length for unloading, 10 feet for material dump space, and 12 feet of width, the truck unloading area is required to be a minimum of 1,320 square feet. Based on SPSA’s 2023 waste composition study and the expected volume of possible non-recovered materials and recovered materials, 1,416 square feet of optional recovered bale storage and 22,314 square feet of standard, non-recovered waste storage is necessary. An estimated 31,000 square feet of space would be required for processing equipment, should the facility choose to deploy an automated system for materials recovery. Altogether, 55,870 square feet of space is needed,

which is satisfactory as approximately 167,137 square feet of building space is available.

E. Closure Plan and P.E. Certification (meeting the standards of 9 VAC 20-81-360)

F. The Quitclaim Deed demonstrating control over the site

G. N/A

H. Proof of Financial Assurance in the form of a closure cost estimate

I. The proposed public notice, to be updated with the proposed date and time for the public meeting. The results of public participation will be submitted under separate cover. The notice will be published in the local newspaper, the Virginia Pilot, upon receipt of DEQ's initial comments on this NOI, as well as one week following the initial appearance of the notice in the publication. A public meeting will be scheduled and conducted in the conference room of the SPSA Operations Center at 4 Victory Boulevard, Portsmouth, VA 23702.

J. A copy of the site's VPDES permit (VAR052612) for the 2024-2029 period

K. N/A

L. A scan of the check to provide PBR fee payment. The check will be submitted to Receipts Control under separate cover.

M. N/A

Please let me know if there are any questions or comments concerning this PBR request.

Margaret Grace Roquemore
Environmental Manager
Southeastern Public Service Authority

Attachment A.1

N

0 200 400

1" = 400'

LEGEND

APPROXIMATE PROPERTY BOUNDARY

SCS ENGINEERS

SPSA PORTSMOUTH MRF SITE LOCATION MAP

FIGURE 1

N

0 75 150

1" = 150'

LEGEND

APPROXIMATE PROPERTY BOUNDARY

SCS ENGINEERS

SPSA PORTSMOUTH MRF SITE DETAIL MAP

FIGURE 2

Attachment A.2

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

DEQ Form DISC-01
SOLID WASTE MANAGEMENT FACILITY PERMIT
APPLICANT'S DISCLOSURE STATEMENT

This Form must accompany the Solid Waste Notice of Intent or Permit-by-Rule Application, and must be updated upon any change in condition that renders any portion of this statement materially incomplete or inaccurate, in accordance with Virginia Solid Waste Management Regulations, 9 VAC 20-81-10 *et seq.*, and the Virginia Waste Management Act, § 10.1-1400 *et seq.* Use continuation sheet if necessary to provide complete information. ☒ *Check if updating previously submitted DISC-01*

Applicant: Southeastern Public Service Authority (SPSA)

Applicant's Interest: ☒ Owner ☒ Operator ☐ Other _____

Facility Name: Boykins TS (SWP 484), Chesapeake TS (PBR 194), Franklin TS (PBR 192), Isle of Wight TS (PBR 193), Ivor TS (SWP 539), Landstown TS (PBR 191), Norfolk TS (PBR 195), Oceana TS (PBR 190), Regional Landfill (SWP 417), Suffolk TS (PBR 518), Tire Processing Facility (PBR 072) **Permit #:** See above

Business Address: 723 Woodlake Drive

City: Chesapeake **Zip:** 23320

Email: dbagley@spsa.com **Phone:** 757-961-3487

KEY PERSONNEL:
Enter below the names of all key personnel as defined in 9 VAC 20-81-10.
A separate DEQ Form DISC-02 must be completed for each individual, corporation, or entity listed.

#	Name	#	Name	#	Name
1.	Dennis Bagley	5.	Michael Debroux	9.	Margaret Grace Roquemore
2.	Henry Strickland	6.	Roland Robinson	10.	
3.	Michael Kelley	7.	Brian Ogle	11.	
4.	Andre Parker	8.	George Cauley	12.	

OTHER REGULATORY OVERSIGHT:
*List all agencies **outside the Commonwealth** that have regulatory responsibility over the applicant or have issued any environmental permit or license to the applicant **within the past ten years**, in connection with the applicant's collection, treatment, storage or disposal of solid or hazardous waste.*

Agency Name and Permit or License Type	Expiration Date	State

Does any member of the local governing body or planning commission in which the solid waste management facility is located or proposed to be located hold an equity interest in the facility? ☒ NO ☐ YES

If YES, provide full name and business address of that person or persons:

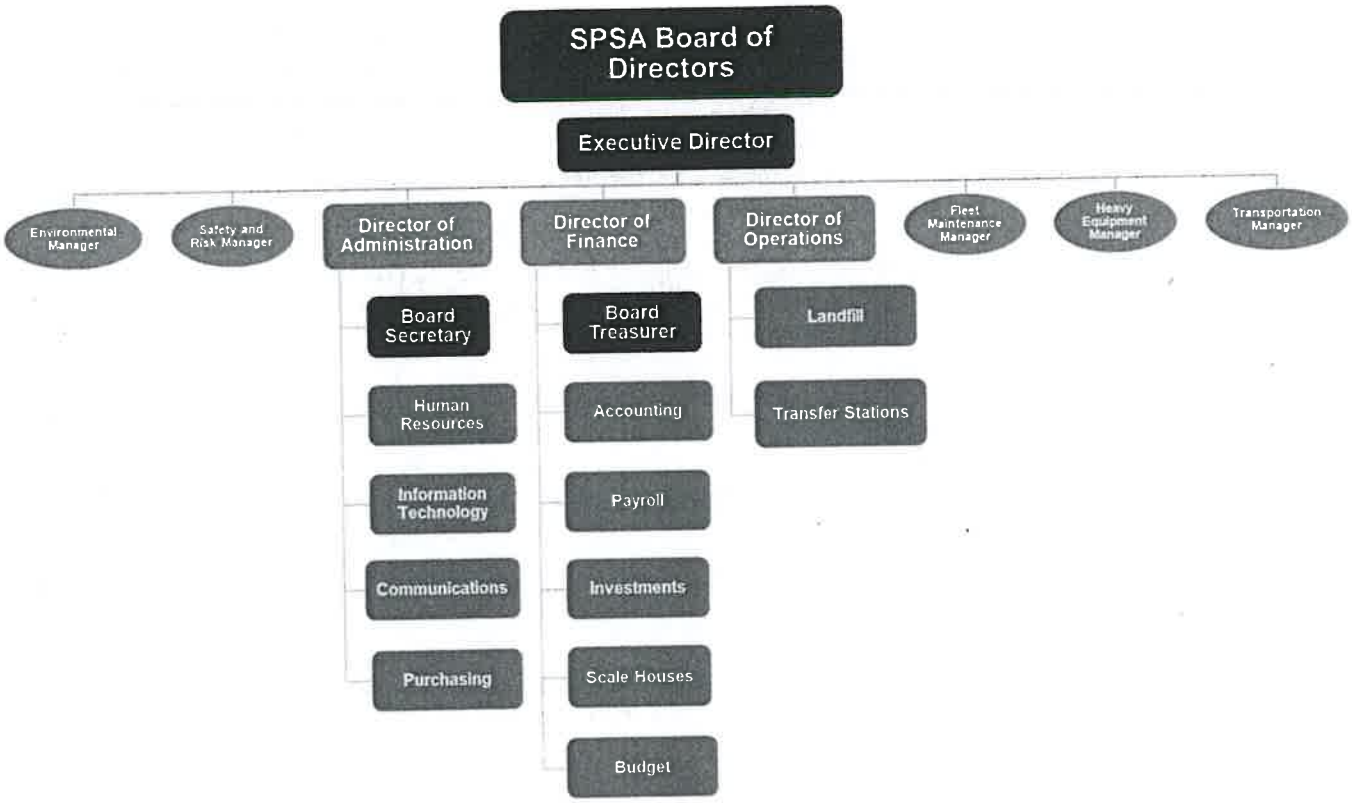
_____

_____

ORGANIZATIONAL STRUCTURE: *Provide an organizational and/or corporate structure as an **attachment** to this form, identifying directors, officers, partners, members and managing members, parent companies and subsidiaries, as applicable.*

☐ *Check if updating previously submitted organizational structure*

SPSA Organizational Chart



RESPONSIBLE OFFICIAL CERTIFICATION

I certify under penalty of law that the information contained in this Disclosure Statement and all attachments are, 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.

Applicant Signature: _____ **Date:** 01/13/2025

Type or print full name: Margaret Grace Roquemore **Title:** Environmental Manager

Remarks or continuation from previous page:

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

DEQ Form DISC-02
SOLID WASTE MANAGEMENT FACILITY PERMIT
KEY PERSONNEL DISCLOSURE STATEMENT

Instructions: A separate DEQ Form DISC-02 must be completed for each of the Key Personnel listed on DEQ Form DISC-01. The information provided on this form is specific to the "person" listed, whether that is an individual, corporation, partnership, association, government body or other legal entity, as defined in the Virginia Solid Waste Management Regulations, *9 VAC 20-81-10*, and as required by the Virginia Waste Management Act, *§ 10.1-1400 et seq.*

Key Personnel Name: Dennis L. Bagley, Executive Director

Facility Name: Southeastern Public Service Authority **Permit #:** SWP 484, PBR 194, PBR 192, PBR 193, SWP 539, PBR 191, PBR 195, PBR 190, SWP 417, PBR 518, PBR 072

Business Address: 723 Woodlake Drive, Chesapeake, VA 23320

☒ *Check if updating previously submitted DISC-02*

BUSINESS EXPERIENCE:
Provide all information that reasonably relates to the qualifications and ability of the key personnel listed on this form to lawfully and competently operate a solid waste management facility in Virginia. Use continuation sheet, if needed.

EMPLOYER or ENTITY	DATES	POSITION Title & Responsibilities
Southeastern Public Service Authority	2022 - present	Executive Director
Southeastern Public Service Authority	2018 - 2022	Deputy Executive Director
City of Portsmouth	2005 - 2015	Director of General Services

PERMITS & LICENSES (past 10 years):
List all permits or licenses issued to or held by the above named person within the past ten years, for the collection, transportation, treatment, storage, or disposal of solid or hazardous waste. Include waste management facility operator licensing, and agencies outside the Commonwealth which have or has had regulatory responsibility over the named person.

PERMIT / LICENSE	AGENCY	Current?
Not Applicable		

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):
List and explain any findings or allegations of civil or criminal violation of any law, regulation or requirement relating to the collection, transportation, treatment, storage or disposal of solid waste (pending or concluded, by the above named person or by any facility at which the person was key personnel); any license or permit suspensions in any state; and convictions of any crimes as specified in § 10.1-1400, definition of "Disclosure Statement," Item 5. ☒ Check if none

Does the above named person hold an equity interest of 5 percent or more in any entity that collects, transports, treats, stores, or disposes of solid waste or hazardous waste? ☒ NO ☐ YES

If YES, provide full name and address of that entity: _____

I certify, to the best of my knowledge and belief, that the information contained in this Disclosure Statement is true, accurate, and complete.

Applicant Signature: _____ **Date:** 9-29-22

Type or print full name: Henry Strickland **Title:** Director of Operations

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

DEQ Form DISC-02
SOLID WASTE MANAGEMENT FACILITY PERMIT
KEY PERSONNEL DISCLOSURE STATEMENT

Per § 10.1-1408.1.C.3, this Disclosure Statement must be updated upon any change in condition that renders any portion of the statement materially incomplete or inaccurate.

- Continuation Sheet -

Use this sheet if additional space is needed

Key Personnel Name: Dennis L. Bagley **Date:** 9-29-22

Business Experience:

Responsibilities included: oversight of the collection, transportation, and disposal of Municipal Solid Waste for the City of Portsmouth; responsible for the collection, transportation, and oversight of the City's recycling program. In addition, was responsible for the oversight of the City of Portsmouth's Craney Island Landfill to include long range strategic planning to conserve air space and protect the life of the landfill. As Executive Director of Southeastern Public Service Authority (SPSA), Mr. Bagley is SPSA's chief administrative officer and is responsible for management, direction, and oversight of the organization, including its operational, financial, and administrative functions.

Permits and Licenses (past 10 years):

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):

Equity Interests:

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

DEQ Form DISC-02
SOLID WASTE MANAGEMENT FACILITY PERMIT
KEY PERSONNEL DISCLOSURE STATEMENT

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Key Personnel Name: Henry Strickland

Facility Name: SPSA Regional Landfill **Permit #:** SWP 417

Business Address: 1 Bob Foeller Drive, Suffolk, VA 23434

☒ *Check if updating previously submitted DISC-02*

BUSINESS EXPERIENCE:
Provide all information that reasonably relates to the qualifications and ability of the key personnel listed on this form to lawfully and competently operate a solid waste management facility in Virginia. Use continuation sheet, if needed.

EMPLOYER or ENTITY	DATES	POSITION Title & Responsibilities
Southeastern Public Service Authority	2022 - present	Director of Operations
Southeastern Public Service Authority	2015 - 2022	Regional Landfill Superintendent
City of Portsmouth	2005 - 2015	Sanitation Superintendent
Southeastern Public Service Authority	2000 - 2005	Environmental Specialist

PERMITS & LICENSES (past 10 years):
List all permits or licenses issued to or held by the above named person within the past ten years, for the collection, transportation, treatment, storage, or disposal of solid or hazardous waste. Include waste management facility operator licensing, and agencies outside the Commonwealth which have or has had regulatory responsibility over the named person.

PERMIT / LICENSE	AGENCY	Current?
Waste Management Facility Operators License, Class I and II	Virginia Deptartment of Professional and Occupational Regulation	Yes

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):
List and explain any findings or allegations of civil or criminal violation of any law, regulation or requirement relating to the collection, transportation, treatment, storage or disposal of solid waste (pending or concluded, by the above named person or by any facility at which the person was key personnel); any license or permit suspensions in any state; and convictions of any crimes as specified in § 10.1-1400, definition of "Disclosure Statement," Item 5. ☒ Check if none

Does the above named person hold an equity interest of 5 percent or more in any entity that collects, transports, treats, stores, or disposes of solid waste or hazardous waste? ☒ NO ☐ YES

If YES, provide full name and address of that entity: _____

I certify, to the best of my knowledge and belief, that the information contained in this Disclosure Statement is true, accurate, and complete.

Applicant Signature: _____ **Date:** 5-25-22

Type or print full name: Henry Strickland **Title:** Director of Operations

Per § 10.1-1408.1.C.3, this Disclosure Statement must be updated upon any change in condition that renders any portion of the statement materially incomplete or inaccurate.

- Continuation Sheet -

Use this sheet if additional space is needed

Key Personnel Name: Henry Strickland **Date:** 9-25-22

Business Experience:

Mr. Strickland has been employed in the waste disposal/environmental business since 2000. He worked at SPSA from 2000-2005 in roles of Environmental Assistant and Environmental Specialist. In 2005, Mr. Strickland left SPSA to pursue an advancement opportunity with the City of Portsmouth as Landfill Superintendent and ultimately Sanitation Waste Superintendent from 2005-2015. In 2015, Mr. Strickland was hired back at SPSA as the Landfill and Environmental Superintendent. In 2022, Mr. Strickland became the Director of Operations.

Permits and Licenses (past 10 years):

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):

Equity Interests:

DEQ
VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

DEQ Form DISC-02
SOLID WASTE MANAGEMENT FACILITY PERMIT
KEY PERSONNEL DISCLOSURE STATEMENT

Instructions: A separate DEQ Form DISC-02 must be completed for each of the Key Personnel listed on DEQ Form DISC-01. The information provided on this form is specific to the "person" listed, whether that is an individual, corporation, partnership, association, government body or other legal entity, as defined in the Virginia Solid Waste Management Regulations, *9 VAC 20-81-10*, and as required by the Virginia Waste Management Act, *§ 10.1-1400 et seq.*

Key Personnel Name: Michael Kelley, Landfill Manager

Facility Name: SPSA Regional Landfill **Permit #:** SWP 417

Business Address: 1 Bob Foeller Drive, Suffolk, VA 23434

☒ *Check if updating previously submitted DISC-02*

BUSINESS EXPERIENCE:
Provide all information that reasonably relates to the qualifications and ability of the key personnel listed on this form to lawfully and competently operate a solid waste management facility in Virginia. Use continuation sheet, if needed.

EMPLOYER or ENTITY	DATES	POSITION Title & Responsibilities
Southeastern Public Service Authority	2023 - present	Landfill Manager
Southeastern Public Service Authority	2022 - 2023	Environmental Manager
Southeastern Public Service Authority	2016 - 2022	Assistant Landfill and Environmental Superintendent
Southeastern Public Service Authority	2012 - 2016	Environmental Supervisor
Southeastern Public Service Authority	2009 - 2012	Environmental Specialist

PERMITS & LICENSES (past 10 years):
List all permits or licenses issued to or held by the above named person within the past ten years, for the collection, transportation, treatment, storage, or disposal of solid or hazardous waste. Include waste management facility operator licensing, and agencies outside the Commonwealth which have or has had regulatory responsibility over the named person.

PERMIT / LICENSE	AGENCY	Current?
Waste Management Facility Operators License, Class I and II	Virginia Deptartment of Professional and Occupational Regulation	Yes

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):
List and explain any findings or allegations of civil or criminal violation of any law, regulation or requirement relating to the collection, transportation, treatment, storage or disposal of solid waste (pending or concluded, by the above named person or by any facility at which the person was key personnel); any license or permit suspensions in any state; and convictions of any crimes as specified in § 10.1-1400, definition of "Disclosure Statement," Item 5. ☒ Check if none

Does the above named person hold an equity interest of 5 percent or more in any entity that collects, transports, treats, stores, or disposes of solid waste or hazardous waste? ☒ NO ☐ YES

If YES, provide full name and address of that entity: _____

I certify, to the best of my knowledge and belief, that the information contained in this Disclosure Statement is true, accurate, and complete.

Applicant Signature: _____ **Date:** 10/12/2023

Type or print full name: Grace Roquemore **Title:** Environmental Manager

Per § 10.1-1408.1.C.3, this Disclosure Statement must be updated upon any change in condition that renders any portion of the statement materially incomplete or inaccurate.

DEQ
VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

DEQ Form DISC-02
SOLID WASTE MANAGEMENT FACILITY PERMIT
KEY PERSONNEL DISCLOSURE STATEMENT

- Continuation Sheet -

Use this sheet if additional space is needed

Key Personnel Name: Michael Kelley **Date:** 10/12/2023

Business Experience:

Mr. Kelley began working at SPSA in 1997 as Grounds Maintenance Supervisor. In 2009, he transferred to SPSA's Environmental Department as an Environmental Specialist. In 2012, Mr. Kelley was promoted to Environmental Supervisor. In 2016, he was promoted to Assistant Landfill and Environmental Superintendent at the Regional Landfill where he is responsible for ensuring that SPSA is in compliance with solid waste regulations and for ensuring that all landfill operations are running smoothly. In April 2022, Mr. Kelley received the title of Environmental Manager. In October 2023, Mr. Kelley moved to SPSA's Landfill Department as the Landfill Manager. Mr. Kelley has long-standing knowledge in environmental compliance and landfill operation.

Permits and Licenses (past 10 years):

Mr. Kelley holds a Class I and Class II license from the Virginia Board of Waste Management Facility Operators.

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):

Equity Interests:

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

DEQ Form DISC-02
SOLID WASTE MANAGEMENT FACILITY PERMIT
KEY PERSONNEL DISCLOSURE STATEMENT

Instructions: A separate DEQ Form DISC-02 must be completed for each of the Key Personnel listed on DEQ Form DISC-01. The information provided on this form is specific to the "person" listed, whether that is an individual, corporation, partnership, association, government body or other legal entity, as defined in the Virginia Solid Waste Management Regulations, *9 VAC 20-81-10*, and as required by the Virginia Waste Management Act, *§ 10.1-1400 et seq.*

Key Personnel Name: Andre Parker, Transfer Station Manager; Chesapeake Transfer Station Supervisor; Western Transfer Station Supervisor (Franklin, Isle of Wight, Boykins, Ivor)

Facility Name: All SPSA transfer stations **Permit #:** SWP 484, PBR 194, PBR 192, PBR 193, SWP 539, PBR 191, PBR 195, PBR 190, PBR 518

Business Address: 901 Hollowell Lane, Chesapeake, VA 23320

☒ *Check if updating previously submitted DISC-02*

BUSINESS EXPERIENCE:
Provide all information that reasonably relates to the qualifications and ability of the key personnel listed on this form to lawfully and competently operate a solid waste management facility in Virginia. Use continuation sheet, if needed.

EMPLOYER or ENTITY	DATES	POSITION Title & Responsibilities
Southeastern Public Service Authority	2023 - present	Transfer Station Manager; Transfer Station Supervisor
Southeastern Public Service Authority	2022 - 2023	Transfer Station Supervisor
Southeastern Public Service Authority	2015 - 2022	Senior Heavy Equipment Operator
Southeastern Public Service Authority	2014 - 2015	Heavy Equipment Operator

PERMITS & LICENSES (past 10 years):
List all permits or licenses issued to or held by the above named person within the past ten years, for the collection, transportation, treatment, storage, or disposal of solid or hazardous waste. Include waste management facility operator licensing, and agencies outside the Commonwealth which have or has had regulatory responsibility over the named person.

PERMIT / LICENSE	AGENCY	Current?
Waste Management Facility Operators License, Class I	Virginia Deptartment of Professional and Occupational Regulation	Yes

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):
List and explain any findings or allegations of civil or criminal violation of any law, regulation or requirement relating to the collection, transportation, treatment, storage or disposal of solid waste (pending or concluded, by the above named person or by any facility at which the person was key personnel); any license or permit suspensions in any state; and convictions of any crimes as specified in § 10.1-1400, definition of "Disclosure Statement," Item 5. ☒ Check if none

Does the above named person hold an equity interest of 5 percent or more in any entity that collects, transports, treats, stores, or disposes of solid waste or hazardous waste? ☒ NO ☐ YES

If YES, provide full name and address of that entity: _____

I certify, to the best of my knowledge and belief, that the information contained in this Disclosure Statement is true, accurate, and complete.

Applicant Signature: _____ **Date:** 01/13/2025

DEQ
VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

DEQ Form DISC-02
SOLID WASTE MANAGEMENT FACILITY PERMIT
KEY PERSONNEL DISCLOSURE STATEMENT

Type or print full name: Margaret Grace Roquemore **Title:** Environmental Manager

Per § 10.1-1408.1.C.3, this Disclosure Statement must be updated upon any change in condition that renders any portion of the statement materially incomplete or inaccurate.

- Continuation Sheet -

Use this sheet if additional space is needed

Key Personnel Name: Andre Parker **Date:** 01/13/2025

Business Experience:

Mr. Parker began his career at SPSA in December of 2013 as a Solid Waste Assistant (SWA) at the Norfolk Transfer Station. Mr. Parker became familiar with the operation light and heavy equipment on site and would practice operating the wheel loader in the early hours of operations at Norfolk. Mr. Parker was promoted to Heavy Equipment Operator within six months of employment with SPSA. During his time in this role, Mr. Parker stepped up into a leadership role to fill in for the Senior Equipment Operators when they were off or rotated to night shit to ensure that employees on his shift were still directed and duties were maintained. Mr. Parker was then promoted to Senior Equipment Operator in 2015, where he refined his skills in equipment operation as well as in leadership, administrative, and supervisory competencies. During his time as Senior Equipment Operator, Mr. Parker obtained his Class I Waste Management Facility Operators License. In 2022, Mr. Parker was promoted to Oceana Transfer Station Supervisor, where he was responsible for managing transfer stations operations, personnel and training, safety, and environmental compliance for the station. In December of 2023, Mr. Parker was promoted to Transfer Station Manager, responsible for overseeing all of SPSA's transfer stations and transfer station supervisors. Mr. Parker also began acting as the Chesapeake Transfer Station Supervisor. At the conclusion of 2024, Darryl Durham retired from SPSA with Mr. Parker stepping up to supervise the western transfer stations as well.

Permits and Licenses (past 10 years):

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):

Equity Interests:

DEQ Form DISC-02
KEY PERSONNEL DISCLOSURE STATEMENT

Instructions: A separate DEQ Form DISC-02 must be completed for each of the Key Personnel listed on DEQ Form DISC-01. The information provided on this form is specific to the "person" listed, whether that is an individual, corporation, partnership, association, government body or other legal entity, as defined in the Virginia Solid Waste Management Regulations, *9 VAC 20-81-10*, and as required by the Virginia Waste Management Act, *§ 10.1-1400 et seq.*

Key Personnel Name: Michael Debroux

Facility Name: Suffolk Transfer Station **Permit #:** PBR 518

Business Address: 1 Bob Foeller Dr, Suffolk Va 23434

☒ *Check if updating previously submitted DISC-02*

BUSINESS EXPERIENCE:

Provide all information that reasonably relates to the qualifications and ability of the key personnel listed on this form to lawfully and competently operate a solid waste management facility in Virginia. Use continuation sheet, if needed.

EMPLOYER or ENTITY	DATES	POSITION Title & Responsibilities
Southeastern Public Service Authority	2014-Present	Transfer Station Supervisor
Southeastern Public Service Authoirty	2013-2014	Senior Equipment Operator
Southeastern Public Service Authority	1999-2007	Equipment Operator & Senior Equipment Operator

PERMITS & LICENSES (past 10 years):

List all permits or licenses issued to or held by the above named person within the past ten years, for the collection, transportation, treatment, storage, or disposal of solid or hazardous waste. Include waste management facility operator licensing, and agencies outside the Commonwealth which have or has had regulatory responsibility over the named person.

PERMIT / LICENSE	AGENCY	Current?
Waste Management Facility Operator-Class I	Board of Waste Management Facility Operators, Dept of Professional and Occupational Regulation	Yes

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):

List and explain any findings or allegations of civil or criminal violation of any law, regulation or requirement relating to the collection, transportation, treatment, storage or disposal of solid waste (pending or concluded, by the above named person or by any facility at which the person was key personnel); any license or permit suspensions in any state; and convictions of any crimes as specified in § 10.1-1400, definition of "Disclosure Statement," Item 5. ☒ Check if none

Does the above named person hold an equity interest of 5 percent or more in any entity that collects, transports, treats, stores, or disposes of solid waste or hazardous waste? ☒ NO ☐ YES

If YES, provide full name and address of that entity: _____

I certify, to the best of my knowledge and belief, that the information contained in this Disclosure Statement is true, accurate, and complete.

Applicant Signature: _____ **Date:** 1-15-2020

Type or print full name: Henry Strickland **Title:** Landfill & Environmental Superintendent

DEQ Form DISC-02
KEY PERSONNEL DISCLOSURE STATEMENT

Per § 10.1-1408.1.C.3, this Disclosure Statement must be updated upon any change in condition that renders any portion of the statement materially incomplete or inaccurate.

- Continuation Sheet -

Use this sheet if additional space is needed

Key Personnel Name: Micheal Debroux **Date:** _____

Business Experience:

Mr. Debroux originally worked for SPSA from 1999 through 2007 as an Equipment Operator and Senior Equipment Operatorat the RDF Plant and Regional LAndfill. He operatred heavy equipment and provided direct supervision of emplotees in the absence of the work site supervisor. In 2007, Michael left SPSA but returned in 2013 as a Senior Equipment Operator at the Norfolk Transfer Station. In August of 2014, Michael was promoted to Transfer Station Supervisor of the Western Stations. He is responsible for overseeing operations of the facility and personnel and maintaining the stations' compliance with Virginia's Solid Waste Management Regulations. Michael holds a Class I Waste Management Facility Operators License. Prior to employment with SPSA, Michael worked with various contruction companies in the area.

Permits and Licenses (past 10 years):

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):

Equity Interests:

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KEY PERSONNEL DISCLOSURE STATEMENT

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Key Personnel Name: Roland Robinson, Landstown Transfer Station Supervisor

Facility Name: Landstown Transfer Station

Business Address: 1825 Concert Drive, Virginia Beach, VA 23456

☒ *Check if updating previously submitted DISC-02*

BUSINESS EXPERIENCE:

Provide all information that reasonably relates to the qualifications and ability of the key personnel listed on this form to lawfully and competently operate a solid waste management facility in Virginia. Use continuation sheet, if needed.

EMPLOYER or ENTITY	DATES	POSITION Title & Responsibilities
Southeastern Public Service Authority	2004- Present	Transfer Station Supervisor
Southeastern Public Service Authority	1991- 2004	Heavy Equipment Operator, Senior Operator, Shift Supervisor

PERMITS & LICENSES (past 10 years):

List all permits or licenses issued to or held by the above named person within the past ten years, for the collection, transportation, treatment, storage, or disposal of solid or hazardous waste. Include waste management facility operator licensing, and agencies outside the Commonwealth which have or has had regulatory responsibility over the named person.

PERMIT / LICENSE	AGENCY	Current?
Waste Management Facility Operator's Class I License	Virginia Department of Professional and Occupational Regulation	Yes

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):

List and explain any findings or allegations of civil or criminal violation of any law, regulation or requirement relating to the collection, transportation, treatment, storage or disposal of solid waste (pending or concluded, by the above named person or by any facility at which the person was key personnel); any license or permit suspensions in any state; and convictions of any crimes as specified in §10.1-1400, definition of "Disclosure Statement", Item 5.

☒ Check if none

Does the above named person hold an equity interest of 5 percent or more in any entity that collects, transports, treats, stores, or disposes of solid waste or hazardous waste? ☒ NO ☐ YES

If YES, provide full name and address of that entity _____

I certify, to the best of my knowledge and belief, that the information contained in this Disclosure Statement is true, accurate, and complete.

Submitted by: Henry Strickland **Date:** 10/13/2016

Type or print full name: Henry Strickland **Title:** Landfill Superintendent

Per §10.1-1408.1.C.3, this Disclosure Statement must be updated upon any change in condition that renders any portion of the statement materially incomplete or inaccurate.

DEQ Form DISC-02

KEY PERSONNEL DISCLOSURE STATEMENT

- Continuation Sheet -

Use this sheet if addition space is needed

Key Personnel Name: Roland Robinson **Date:** 10/13/2016

Business Experience:

Mr. Robinson has been employed with SPSA since 1991, beginning as a Transfer Vehicle Operator. From 1992 to 2003 at Norfolk Transfer Station, Mr. Robinson worked as a Heavy Equipment operator, Senior Operator, and Shift Supervisor. Mr. Robinson was promoted to Supervisor of the Oceana Transfer Station in 2004. In 2005, Mr. Robinson was transferred to Supervisor of the newly constructed Suffolk Transfer Station. In July 2006, Mr. Robinson was transferred to Supervisor of the Chesapeake Transfer Station, and in 2010 he was transferred to Supervisor of Oceana Transfer Station. In 2016 Roland became the Supervisor of Landstown Transfer Station. As such, he is responsible for ensuring that the facility is operated in compliance with Virginia's Solid Waste Management Regulations. His pre-SPSA work experience includes two years in heavy construction/utilities as an Equipment Operator and six years in the military as an Equipment Operator/Supervisor. He holds a Class I license from the Virginia Board of Waste Management Facility Operators.

DEQ
VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

DEQ Form DISC-02
SOLID WASTE MANAGEMENT FACILITY PERMIT
KEY PERSONNEL DISCLOSURE STATEMENT

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Key Personnel Name: Brian Ogle, Norfolk Transfer Station Supervisor; Oceana Transfer Station Supervisor

Facility Name: Norfolk Transfer Station; Oceana Transfer Station **Permit #:** PBR 195; PBR 190

Business Address: 3136 Woodland Avenue, Norfolk, VA 23504; 2025 Virginia Beach Boulevard, Virginia Beach, VA 23462

☒ *Check if updating previously submitted DISC-02*

BUSINESS EXPERIENCE:
Provide all information that reasonably relates to the qualifications and ability of the key personnel listed on this form to lawfully and competently operate a solid waste management facility in Virginia. Use continuation sheet, if needed.

EMPLOYER or ENTITY	DATES	POSITION Title & Responsibilities
Southeastern Public Service Authority	2016 - present	Transfer Station Supervisor
Southeastern Public Service Authority	2007 - 2016	Tire Processing Facility Supervisor
Southeastern Public Service Authority	2003 - 2007	Senior Heavy Equipment Operator
Southeastern Public Service Authority	2002 - 2003	Solid Waste Assistant II

PERMITS & LICENSES (past 10 years):
List all permits or licenses issued to or held by the above named person within the past ten years, for the collection, transportation, treatment, storage, or disposal of solid or hazardous waste. Include waste management facility operator licensing, and agencies outside the Commonwealth which have or has had regulatory responsibility over the named person.

PERMIT / LICENSE	AGENCY	Current?
Waste Management Facility Operators License, Class I	Virginia Deptartment of Professional and Occupational Regulation	Yes

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):
List and explain any findings or allegations of civil or criminal violation of any law, regulation or requirement relating to the collection, transportation, treatment, storage or disposal of solid waste (pending or concluded, by the above named person or by any facility at which the person was key personnel); any license or permit suspensions in any state; and convictions of any crimes as specified in § 10.1-1400, definition of "Disclosure Statement," Item 5. ☒ Check if none

Does the above named person hold an equity interest of 5 percent or more in any entity that collects, transports, treats, stores, or disposes of solid waste or hazardous waste? ☒ NO ☐ YES

If YES, provide full name and address of that entity: _____

I certify, to the best of my knowledge and belief, that the information contained in this Disclosure Statement is true, accurate, and complete.

Applicant Signature: _____ **Date:** 02/01/2024

Type or print full name: Grace Roquemore **Title:** Environmental Manager

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

DEQ Form DISC-02
SOLID WASTE MANAGEMENT FACILITY PERMIT
KEY PERSONNEL DISCLOSURE STATEMENT

Per § 10.1-1408.1.C.3, this Disclosure Statement must be updated upon any change in condition that renders any portion of the statement materially incomplete or inaccurate.

- Continuation Sheet -

Use this sheet if additional space is needed

Key Personnel Name: Brian Ogle **Date:** 02/01/2024

Business Experience:

Mr. Ogle has been employed with SPSA since February 2002, beginning as a Solid Waste Assistant II at the Landstown Transfer Station in Virginia Beach. In February 2003, Mr. Ogle was promoted to Heavy Equipment Operator Senior at the Landstown Transfer Station, overseeing the second and third shift at the facility. In September 2006, Mr. Ogle transferred to the Suffolk Transfer Station, continuing as a Heavy Equipment Operator Senior. In January 2007, he was promoted to Tire Facility Supervisor at the Tire Processing Facility in Suffolk. In October 2016, Mr. Ogle became the Supervisor at Oceana Transfer Station. In September 2022, Mr. Ogle was transferred from the Oceana Transfer Station Supervisor to the Norfolk Transfer Station Supervisor. In December 2023, Mr. Ogle's supervisory role was expanded to include both the Nofrolk Transfer Station and Oceana Transfer Station. He currently holds a Class I operator license from the Virginia Board of Waste Management Facility Operators.

Permits and Licenses (past 10 years):

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):

Equity Interests:

DEQ
VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

DEQ Form DISC-02
SOLID WASTE MANAGEMENT FACILITY PERMIT
KEY PERSONNEL DISCLOSURE STATEMENT

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Key Personnel Name: George Cauley, Tire Processing Facility Supervisor

Facility Name: Tire Processing Facility **Permit #:** PBR 072

Business Address: 1 Bob Foeller Drive, Suffolk, VA 23434

☐ *Check if updating previously submitted DISC-02*

BUSINESS EXPERIENCE:
Provide all information that reasonably relates to the qualifications and ability of the key personnel listed on this form to lawfully and competently operate a solid waste management facility in Virginia. Use continuation sheet, if needed.

EMPLOYER or ENTITY	DATES	POSITION Title & Responsibilities
Southeastern Public Service Authority	2018 - present	Tire Processing Facility Supervisor

PERMITS & LICENSES (past 10 years):
List all permits or licenses issued to or held by the above named person within the past ten years, for the collection, transportation, treatment, storage, or disposal of solid or hazardous waste. Include waste management facility operator licensing, and agencies outside the Commonwealth which have or has had regulatory responsibility over the named person.

PERMIT / LICENSE	AGENCY	Current?

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):
List and explain any findings or allegations of civil or criminal violation of any law, regulation or requirement relating to the collection, transportation, treatment, storage or disposal of solid waste (pending or concluded, by the above named person or by any facility at which the person was key personnel); any license or permit suspensions in any state; and convictions of any crimes as specified in § 10.1-1400, definition of "Disclosure Statement," Item 5. ☒ Check if none

Does the above named person hold an equity interest of 5 percent or more in any entity that collects, transports, treats, stores, or disposes of solid waste or hazardous waste? ☒ NO ☐ YES

If YES, provide full name and address of that entity: _____

I certify, to the best of my knowledge and belief, that the information contained in this Disclosure Statement is true, accurate, and complete.

Applicant Signature: _____ **Date:** 5-25-22

Type or print full name: Henry Strickland **Title:** Director of Operations

Per § 10.1-1408.1.C.3, this Disclosure Statement must be updated upon any change in condition that renders any portion of the statement materially incomplete or inaccurate.

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

DEQ Form DISC-02
SOLID WASTE MANAGEMENT FACILITY PERMIT
KEY PERSONNEL DISCLOSURE STATEMENT

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Key Personnel Name: Margaret Grace Roquemore, Environmental Manager

Facility Name: SPSA Regional Landfill **Permit #:** SWP 417

Business Address: 1 Bob Foeller Drive

☒ *Check if updating previously submitted DISC-02*

BUSINESS EXPERIENCE:
Provide all information that reasonably relates to the qualifications and ability of the key personnel listed on this form to lawfully and competently operate a solid waste management facility in Virginia. Use continuation sheet, if needed.

EMPLOYER or ENTITY	DATES	POSITION Title & Responsibilities
Southeastern Public Service Authority	2023 - present	Environmental Manager
Southeastern Public Service Authority	2022 - 2023	Environmental Specialist
Advantage Environmental Consultants	2021 - 2022	Staff Scientist

PERMITS & LICENSES (past 10 years):
List all permits or licenses issued to or held by the above named person within the past ten years, for the collection, transportation, treatment, storage, or disposal of solid or hazardous waste. Include waste management facility operator licensing, and agencies outside the Commonwealth which have or has had regulatory responsibility over the named person.

PERMIT / LICENSE	AGENCY	Current?

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):
List and explain any findings or allegations of civil or criminal violation of any law, regulation or requirement relating to the collection, transportation, treatment, storage or disposal of solid waste (pending or concluded, by the above named person or by any facility at which the person was key personnel); any license or permit suspensions in any state; and convictions of any crimes as specified in § 10.1-1400, definition of "Disclosure Statement," Item 5. ☒ Check if none

Does the above named person hold an equity interest of 5 percent or more in any entity that collects, transports, treats, stores, or disposes of solid waste or hazardous waste? ☒ NO ☐ YES

If YES, provide full name and address of that entity: _____

I certify, to the best of my knowledge and belief, that the information contained in this Disclosure Statement is true, accurate, and complete.

Applicant Signature: Margaret Grace Roquemore **Date:** 01/13/2025

Type or print full name: Margaret Grace Roquemore **Title:** Environmental Manager

Per § 10.1-1408.1.C.3, this Disclosure Statement must be updated upon any change in condition that renders any portion of the statement materially incomplete or inaccurate.

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

DEQ Form DISC-02
SOLID WASTE MANAGEMENT FACILITY PERMIT
KEY PERSONNEL DISCLOSURE STATEMENT

- Continuation Sheet -

Use this sheet if additional space is needed

Key Personnel Name: Margaret Grace Roquemore **Date:** 01/13/2025

Business Experience:

Mx. Roquemore graduated from Washington and Lee University in 2021 with a BS in Earth and Environmental Geoscience and completed research into groundwater contamination. They were hired by Advantage Environmental Consultants in Richmond, VA, as Staff Scientist and completed Phase I and Phase II Environmental Site Assessments at a variety of facilities and stormwater monitoring at industrial sites. In August 2022, Mx. Roquemore was hired at Southeastern Public Service Authority as Environmental Speciliast and promoted to Environmental Manager in October 2023. Their work monitoring industrial facilities, working with regulatory agencies, and ensuring environmental excellence at the Regional Landfill has prepared them for the role of Environmental Manager.

Permits and Licenses (past 10 years):

Violations, Prosecutions, Enforcement Actions, License or Permit Suspensions, Felonies (past 10 years):

Equity Interests:

Attachment A.3

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

Local Government Certification Request
DEQ Form SW-11-1

Part 1: Zoning Certification Request

Applicant Information

APPLICANT: Southeastern Public Service Authority

APPLICANT'S MAILING ADDRESS: 723 Woodlake Drive, Chesapeake, VA 23320

FACILITY/BUSINESS NAME: SPSA Portsmouth Transfer Station

FACILITY LOCATION (ADDRESS and/or PARCEL ID): 2 Victory Boulevard, Portsmouth, VA 23702

TYPE OF SOLID WASTE MANAGEMENT FACILITY: Materials Recovery Facility

Certification Request

The applicant is in the process of completing an application for a permit for a solid waste management facility to be issued by the Virginia Department of Environmental Quality. In accordance with §10.1-1408.1 Code of Virginia (1950), as amended, before such a permit application can be considered complete, the applicant has to obtain certification from the governing body of the county, city, or town in which the facility is to be located that the location and the operation of the proposed facility and/or its proposed expansion is in accordance with all applicable local ordinances. *The undersigned requests that an authorized representative of the local governing body sign the certification below.*

SIGNATURE OF THE APPLICANT: [signature]

TYPED OR PRINTED NAME: Henry Strickland Date: 12-19-2024

TITLE: Director of Operations TELEPHONE: (757) 374-4548

NOTE: The applicant should enclose an appropriate map showing the location of the proposed facility / expansion.

Zoning Certification

The undersigned certifies that the location and operation of the proposed facility/expansion is consistent with all applicable local ordinances adopted pursuant to Chapter 22 (§15.2-2200 et seq.) of Title 15.2. of the Code of Virginia.

Is the facility limited by a Special Use, Conditional Use, or similar permit / authorization from the locality?

☒ NO ☐ YES (please attach to this form)

SIGNATURE OF THE AUTHORIZED LOCAL GOVERNMENT REPRESENTATIVE: Trevon D. Boone

TYPED OR PRINTED NAME: Trevon Boone DATE: 12/12/24

TITLE: Zoning Administrator TELEPHONE: (757) 393-8836

COUNTY, CITY, or TOWN: Portsmouth

DEQ
VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

Local Government Certification Request
DEQ Form SW-11-1

Part 2: Solid Waste Management Plan Certification Request

Applicant Information

APPLICANT: Southeastern Public Service Authority

APPLICANT'S MAILING ADDRESS: 723 Woodlake Drive, Chesapeake, VA 23320

FACILITY/BUSINESS NAME: SPSA Portsmouth Transfer Station

FACILITY LOCATION (ADDRESS and/or PARCEL ID): 2 Victory Boulevard, Portsmouth, VA 23702

TYPE OF SOLID WASTE MANAGEMENT FACILITY: Materials Recovery Facility

Certification Request

The applicant is in the process of completing an application for a permit for a solid waste management facility to be issued by the Virginia Department of Environmental Quality. In accordance with §10.1-1408.1 and §10.1-1411, Code of Virginia (1950), as amended, before such a permit application can be considered complete, the applicant has to obtain certification from the governing body of the county, city, or town in which the facility is to be located that the location and the operation of the proposed facility and/or its proposed expansion is: either consistent with the local or regional solid waste management plan (SWMP) or has initiated the process of amending the SWMP to include the new or expanded facility. For a permit by rule (PBR) application; in accordance with §10.1-1408.1.Q, the facility must be consistent with the SWMP that has been developed and approved in accordance with §10.1-1411. *The undersigned requests that an authorized representative of the solid waste planning unit sign the certification below.*

SIGNATURE OF THE APPLICANT: [signature]

TYPED OR PRINTED NAME: Henry Strickland Date: 12-15-2024

TITLE: Director of Operations TELEPHONE: (757) 374-4548

NOTE: The applicant should enclose an appropriate map showing the location of the proposed facility / expansion.

Solid Waste Management Plan Certification

The undersigned certifies that the proposed facility/expansion is consistent with the local or regional solid waste management plan (SWMP) or this plan is being amended for consistency. If the application is for a PBR, the undersigned certifies that the proposed facility is consistent with the SWMP and the SWMP has been approved in accordance with §10.1-1411.

SIGNATURE OF THE AUTHORIZED LOCAL GOVERNMENT REPRESENTATIVE: [signature]

TYPED OR PRINTED NAME: Robert Crum DATE: 12/18/2024

TITLE: Executive Director TELEPHONE: (757) 420-8300

COUNTY, CITY, or TOWN: Portsmouth

Attachment B

SPSA Portsmouth Materials Recovery Facility and Transfer Station

9VAC20-81-320. Siting requirements.

The siting of all compost facilities, solid waste transfer stations, centralized waste treatment facilities, materials recovery facilities, waste to energy and incineration facilities, and waste piles shall be governed by the standards as set forth in this section.

A. Facilities shall be adjacent to or have direct access to roads that are paved or surfaced and capable of withstanding anticipated load limits. Solid waste management facilities storing or treating solid waste in piles such as but not limited to compost facilities and waste piles may also have direct access to gravel roads.

Response: The facility has direct access to Victory Blvd. which is a major road and is paved and capable of withstanding anticipated load limits.

B. Facilities shall not be sited or constructed in areas subject to base floods. For materials recovery facilities, this siting prohibition does not apply to facilities recovering materials from industrial wastewater received from offsite.

Response: The facility is not located in an area subject to base floods.
Source: FEMA Flood Map.

C. No facility activity shall be closer than:

1. 50 feet to its property boundary;

Response: The facility is greater than 50 feet from its property boundary. The closest point the facility is to the property boundary is 60 feet.

2. 200 feet to any residence, a health care facility, school, recreational park area, or similar type public institution;

Response: The facility is greater than 200 feet away from any residence, a health care facility, school, recreational park area, or similar type public institution. The closest location applicable to this criteria is a residence which is located over 1,100 feet away.

3. 50 feet to any perennial stream or river. For materials recovery facilities, this siting prohibition does not apply to those facilities recovering materials from industrial wastewater received from offsite; and

Response: The facility is located over 50 feet away from a perennial stream or river. The closest stream is Paradise Creek which is approximately 650 feet away.

4. For facilities treating or storing solid waste in piles, no closer than 50 feet to any wetland.

Response: The facility will not treat or store waste piles within 50 feet of any wetland.

D. Sites shall provide room to minimize traffic congestion and allow for safe operation.

The site has adequate room to minimize traffic congestion and allow for safe operation.

E. In addition to subsections A through D of this section, for waste piles, unless the waste piles are located inside or under a structure that provides protection from precipitation so that neither run-off nor leachate is generated, such waste piles shall be provided with an adequate area to allow for proper management in accordance with 9VAC20-81-330 F and 9VAC20-81-340 F.

Response: Any waste piles will be located inside a structure.

F. In addition to subsections A through D of this section, for compost facilities:

1. Acceptable sites must have area and terrain to allow for proper management of run-on, run-off, and leachate, and to allow for a buffer zone with the minimum size of 100 feet between the property boundary and the actual composting activity.

Response: Not applicable, not a compost facility.

2. Type B facilities shall not be located in areas that are geologically unstable or where the site topography is heavily dissected.

Response: Not applicable, not a compost facility.

Attachment C

Southeastern Public Service Authority of Virginia

Portsmouth Transfer Station/ Materials Recovery Facility Operations Manual

January 2025

INTRODUCTION & REVISION RECORD

Contents

1.0 INTRODUCTION

1.1. General

This manual describes the operations of the Southeastern Public Service Authority's (SPSA) Portsmouth Transfer Station (PTS), a materials recovery facility (MRF) in Portsmouth, Virginia. SPSA is the regional solid waste management agency for eight communities in southeastern Virginia. These include the cities of Chesapeake, Franklin, Norfolk, Portsmouth, Suffolk and Virginia Beach and the Counties of Isle of Wight and Southampton. SPSA provides for the safe disposal of municipal, commercial, and certain nonhazardous solid wastes at its facilities. Hazardous wastes and regulated medical wastes are not accepted at the Portsmouth Transfer Station.

1.2. Purpose

This manual has been prepared in compliance with 9VAC20-81-485 of Virginia's Solid Waste Management Regulations (VSWMR) and is intended to be a reference document for employees on site.

1.3. Organization

SPSA's Portsmouth Transfer Station/Materials Recovery Facility Operations Manual is organized as follows:

- Introduction and Revisions Record
- Operations Plan
- Inspection Plan
- Health and Safety Plan
- Emergency Contingency Plan
- Closure and Post-Closure Plan
- Unauthorized Waste Plan
- Appendices

1.4. Review and Amendments to the Operations Manual

The contents of this Operations Manual are reviewed and amended on an as-needed basis, but no less frequently than annually, to ensure it reflects the most current operations of the Portsmouth Transfer Station. This Operations Manual will be recertified by December 31 each year and will be made available for review by the Virginia Department of Environmental Quality (DEQ) upon request.

1.5 Certification

Virginia SWMR 9VAC20-81-485 requires the responsible official for the transfer stations to certify that the Operations Manual meets the requirements of 9VAC20-81.

Certification Statement:

"I certify that this document and all attachments were prepared under my direction or supervision in accordance with 9VAC20-81-485 and certify the standards of the Virginia Solid Waste Management Regulations 9VAC20-81 are met."

Margaret Grace Roquemore, Environmental Manager

Responsible Official's Name & Title

01/24/2025

Signature & Date

2.0 RECORD OF REVISIONS

SPSA Document Management Form

Document Name: **Portsmouth Transfer Station/Materials Recovery Facility Operations Manual**

Written By: SPSA Dept: Environmental

Original Date of Issuance: January 2025 Last Revised: N/A

Revision No.	Revision Date	Made By	Revision Description (Include Section Title and Page #'s as Applicable)	Received By
1	N/A	N/A	N/A	

OPERATIONS PLAN

Contents

Appendices

1.0 SITE AND SERVICE INFORMATION

SPSA owns and operates ten transfer stations that receive, screen, and load solid waste accepted from municipal and commercial customers for disposal. The Portsmouth Transfer Station is located at 2 Victory Boulevard, Portsmouth, VA 23702, adjacent to the SPSA Operations Fleet Maintenance facility (Operations Center) located at 4 Victory Boulevard.

The facility consists of pre-engineered, metal panel type buildings. At the entrance of the site, a weighing system determines and records facility throughput. These systems consist of motor truck scales and scalehouses. The facility is accessed by a roadway system consisting of paved entrance and exit roads and parking for employees of the facility. The Portsmouth Transfer Station is also a materials recovery facility (MRF) with the objective of separating materials for alternative disposal, recycling, pyrolysis, or other processes. The Portsmouth Transfer Station has a design capacity of 2,500 tons and a daily waste storage capacity of 1,400 tons of recovered material and 2,500 tons of unrecovered waste.

SPSA's policy is to accept only municipal, institutional, and commercial solid waste at its transfer stations. Liquid wastes, special process wastes, large demolition and land clearing debris, dusts, animal carcasses, loads of paint cans, drums, and commercial loads of tires are not accepted at SPSA's transfer facilities, including the Portsmouth Transfer Station. Hazardous wastes or regulated medical wastes are not accepted at any SPSA facility. Solid waste generated outside of SPSA's service area meeting these criteria may be accepted at SPS facilities.

2.0 OPERATIONAL CONDITIONS

2.1. Site Access

2.1.1 Hours of Operation

The normal hours during which the Portsmouth Transfer Station is open to the general public are as follows:

Monday – Friday: 8:00 AM - 5:00 PM

Saturday: 8:00 AM – 12:00 PM

The facility may operate on a 24 hours per day, seven days per week schedule as necessary to handle waste load and carry out materials recovery procedures.

2.1.2 Holiday Operating Schedule

SPSA's facilities are closed on New Year's Day, Juneteenth, Independence Day, Thanksgiving Day, and Christmas Day. Individual SPSA facilities may remain open on an aforementioned holiday at the behest of SPSA's member communities. In most cases, the facilities maintain Saturday operating hours on all other holidays. Signs and website updates are posted well in advance to inform the public of planned changes in operating hours for holidays or maintenance purposes.

2.1.3 Site Access, Traffic Routing and Parking

Scale attendants control facility access during normal operating hours. Access roads at the facilities are hard-surfaced, all-weather roads with adequate signage and lighting. Site specific traffic patterns have been established at the facilities to facilitate maximum site use and to minimize interference to offsite traffic. Internal roads are kept passable by ordinary vehicles in all weather conditions. The roads are slightly sloped to prevent ponding of water during periods of heavy rain. During icy conditions, the roads are covered with sand and/or salt as needed. During windy conditions, blowing litter and debris are picked up more frequently than during non-windy conditions.

2.2 Transfer Station Personnel

2.2.1 Personnel Requirements

An estimation of the personnel required for operation of the Portsmouth Transfer Station is listed below. The number of positions is based on solid waste projections and estimated facility throughput and may be subject to change with adjustments in facility operational design as the facility develops.

Portsmouth Transfer Station/MRF			
Transfer Station		**MRF[1]**	
Transfer Station Supervisor	1	Facility Management	5
Shift Supervisor	0	Rolling Stock Operation	11
Heavy Equipment Operator, Senior	2	Shift Supervisor	5
Heavy Equipment Operator	2	Direct Labor	25
Solid Waste Assistant	1	Maintenance	5
Scale Attendant	2		
Total	8	Total	50

Personnel requirements were arrived at with consideration of present manpower and anticipated incoming solid waste quantities. Staff size is adjusted as necessary to ensure the facility operates in a safe, efficient, and environmentally sound manner. Additional labor may be hired on a temporary basis for grounds maintenance and other miscellaneous needs.

2.2.2 Employee Training

All SPSA employees are properly trained to familiarize them with SPSA's operations and policies to enable them to perform their job safely and competently. At the time of hire, all employees must attend New Employee Orientation, where they are provided information concerning SPSA's

[1] Estimates are provided by a potential MRF vendor and reflect total headcount at facility

organizational structure, environmental considerations, safety guidelines, and employees' rights. Each employee is also provided on-the-job training by the supervisor of their work site. This training contains more detailed information specifically related to the employee's position including:

- Employee responsibilities and accountabilities;
- Work schedules;
- Site specific safety requirements and corresponding disciplinary actions for violation of safety policies;
- EMS SOPs related to their specific work duties;
- Emergency response and evacuation plans; and
- SPSA's Unauthorized Waste Control Plan, which includes how to recognize and respond to unauthorized wastes detected at a SPSA facility.

This training is updated on an annual basis. A copy of SPSA's Unauthorized Waste Control Plan is included in this operations manual.

2.2.3 Operator Certification

The facility's supervisor, responsible for the operation of the facility, has a Class I Operators license issued by the Virginia Board of Waste Management Facility Operators. Disclosure statement forms (DISC-01, 02, 03) for SPSA's key personnel have been submitted to DEQ and are maintained electronically on file.

2.3 Transfer Station Operation Equipment

Various types of equipment are required to operate the facility. Equipment that may be used includes the following.

Portsmouth Transfer Station/MRF			
Transfer Station		**MRF**	
Transfer Vehicle	varies	Transfer Vehicle	varies
Wheel Loader	2	Wheel Loader	6
Load-out Hopper	2	Load-out Hopper	6
Skid Steer	1	Skid Steer	0
Mobile Excavator	2	Mobile Excavator	0
Automated Sweeper	1	Automated Sweeper	0
Yard Dog (Tractor)	1	Yard Dog (Tractor)	4
Mobile Grapple	0	Mobile Grapple	3
Forklift	0	Forklift	6
Scissor Lift	0	Scissor Lift	3

Backup equipment for transfer vehicles is available within SPSA's total fleet of transfer vehicles. Backup equipment for the front-end loader and mobile excavator can be made available from standby equipment located at other transfer stations. In all cases, the projected equipment requirements are sufficient so that breakdowns of any one item do not prevent the proper functioning of the facility.

2.4 Waste Handling Procedures

2.4.1 Entrance Procedures

All vehicles with intent to enter the facility must stop at the scalehouse, located at the entrance of the transfer station. Users are charged a per-ton fee for waste delivered as outlined in SPSA's policies. Upon arrival at the scalehouse, the scale attendant verifies the load's characteristics and its acceptability into SPSA's waste system. Unacceptable waste loads are rejected and directed to an alternate disposal point in the SPSA's system, and/or the proper authorities are notified to handle illegal or hazardous waste loads. If necessary, one of SPSA's Environmental Department staff members is called to inspect the load and recommend proper action. If doubt remains as to the acceptability of the load, it is rejected.

After passing over the scales, incoming vehicles are directed to the transfer station building/area for unloading via the truck tippers or directly to the tipping floor. Facility personnel direct traffic flow and waste drop off. Vehicle operators are then directed to exit the site. If necessary, vehicles pass over the scales again to obtain their tare weight.

As waste is deposited on the tipping floor, potentially hazardous wastes, tires, and other identified unacceptable items are extracted from the waste piles. A heavy equipment operator uses a front-end loader and/or mobile excavator to organize waste. Recyclable materials and/or organics may be sorted from the waste manually or through the utilization of materials recovery equipment. Waste (unrecovered material) is delivered to SPSA's Regional Landfill in Suffolk for disposal. Tires are taken to the Tire Processing Facility at the Regional Landfill. Household hazardous waste is taken to the HHW facility in Suffolk.

2.4.2 Facility Generated Solid Waste

Non-hazardous solid waste generated at and/or as the result of the operation of the transfer station and adjacent fleet maintenance facility is delivered to the tipping floor in a similar manner to incoming waste.

2.4.3 Types of Wastes

A. Acceptable Waste Types

Commercial and municipal wastes are acceptable at SPSA's transfer facilities. In addition, residential household wastes meeting the criteria established in SPSA's Residential Waste Disposal Policy, may be delivered to SPSA's transfer stations for disposal. A copy of this policy may be found in Appendix A.

B. Unacceptable Wastes

Hazardous wastes are not accepted at any SPSA facility. Other wastes that are unacceptable at SPSA's transfer stations include:

- Animal carcasses
- Dusts
- Petroleum Products
- Liquids
- Industrial process waste
- Land clearing debris over six inches in diameter
- Heavy construction and demolition debris
- No tires accepted at any SPSA transfer stations
- Animal manure
- Slaughterhouse waste
- Materials containing asbestos
- Regulated medical wastes
- Appliances containing Freon gas
- Commercial seafood wastes
- Special wastes including contaminated soil, triple-rinsed pesticide containers, loads of drums or paint cans, sand blast, sludge, etc.

C. Unauthorized Waste Control Plan

SPSA takes every effort to ensure that unauthorized wastes are not accepted into its disposal system. As such, SPSA has developed an Unauthorized Waste Control Plan to help employees identify and respond to the disposal of unauthorized wastes at SPSA's facilities. A copy of this plan is included in this operations manual.

2.4.4 Inclement Weather Operations

Inclement weather does not significantly impact the operation of the facility. The drainage system and all-weather roads are properly maintained and functional at all times. The tipping floor has wastewater collection systems in place to prevent tipping floor wastewater from entering into stormwater drains. During windy conditions, blowing debris is picked up on a more frequent basis. At the discretion of SPSA management, the facility may be closed during times of severe inclement weather or natural disasters during which remaining in operation poses a risk to human safety or the environment.

2.4.5 Daily Cleanup and Litter Control

Facilities with a tipping floor are swept and washed down as needed to prevent odors, vectors and safety hazards. Facility personnel also remove any litter/windblown debris onsite on a daily and as-needed basis. If the facility is closed for any reason, solid waste on the tipping floor will be removed or properly containerized.

2.4.6 Dust, Odor, Vector and Noise Control

Daily cleaning, routine wash-down of the tipping floor, and litter control measures minimize the potential for vector infestations. If infestations do occur, vector control measures of trapping or

poisoning are implemented. Odor emitted from the solid waste as it is deposited on the tipping floor is normally limited to areas within a short distance of the transfer station. As an odor control measure, loose wastes are removed from the tipping floor at the end of each operating day. Noise is generally not a nuisance problem. The sound level of processing equipment is not expected to exceed occupational permissible exposure limits for time-weighted averages of employee work shifts within operational areas of the facility. SPSA's Safety & Risk Manager regularly conducts noise studies to assess the need for hearing conservation measures. Operating personnel are trained in the recognition of noise hazards, the use of equipment to minimize noise generation, and are provided with the appropriate hearing protection as needed. Dust is suppressed by spraying with water, if necessary.

2.4.7 Open Burning

Open burning is not permitted at any SPSA transfer facility.

2.4.8 Placement of Waste in State Waters

Solid waste is not deposited in, nor is it permitted to enter any state surface or ground waters surrounding any SPSA facility.

2.4.9 Salvaging/Scavenging

Except under strictly supervised conditions, salvaging/scavenging is not permitted at any SPSA facility.

2.4.10 Handling of Special Wastes

Special wastes are defined by VSWMR as those solid wastes that are difficult to handle, require special precautions, or have hazardous properties that create waste management problems. Special wastes include small animal carcasses, wastewater treatment sludges, and commercial loads of tires, drums, and white goods. Special wastes are **not** accepted at the facility. Customers needing to dispose of special wastes are directed to the Regional Landfill in Suffolk.

2.4.11 Household Hazardous Waste

SPSA operates four Household Hazardous Waste Collection Facilities (HHWCF) located at the Chesapeake, Norfolk, Franklin, and Suffolk Regional Landfill. Residents of SPSA's service area may deliver their household hazardous waste items such as latex paint, pool chemicals, pesticides, etc., to the facility for proper disposal through a hazardous waste contractor. The hours for the HHWCF are as follows.

Chesapeake
Open third Saturday and first Wednesday of each month
9:00 AM – 12:00 PM

Franklin
Open January, April, July, and October on the last Thursday of that month
9:00 AM – 12:00 PM

Regional Landfill
Open Monday-Friday 8:00am-4:00pm
Saturday 8:00 AM – 12:00 PM

Norfolk
Open Tuesday & Saturday 12:00 PM – 4:00 PM

The Norfolk and Chesapeake HHWCFs have a 348.5 square foot container designed to store hazardous waste. All interior surfaces have been painted with chemical and corrosion resistant epoxy paint. There are full height and width double doors at both ends of the container made of heavy steel with locks providing secure closure. Other design features include a containment area with fiberglass grating in case of spills and a berm with a floor to ceiling divider consisting of a steel plate at the bottom, a steel screen at the top and a door to provide segregated storage areas for incompatible materials. These facilities also have oil disposal tanks available. Additionally, the facilities are equipped with fire extinguishers, emergency eyewash stations, first aid kits and spill containment kits. The facilities are placarded with appropriate fire code and no smoking signs.

Each facility with an HHWCF is stocked with all packing materials and safety equipment required to collect household hazardous waste. SPSA's trained personnel initially receive, classify, and store the HHW. SPSA's hazardous waste contractor performs final packaging per disposal site requirements at the time of shipment. HHW storage does not exceed a period of one year. Regulated hazardous waste, regulated medical waste, asbestos-containing materials, radioactive and explosive materials and normal solid waste are not accepted at SPSA's HHW facilities. In addition, conditionally exempt small quantity generator hazardous waste is not accepted at the HHW facilities.

2.5 Environmental Controls

2.5.1 Erosion and Sediment Control

During the construction of the facility, contractors complied with all applicable local requirements governing erosion and sediment control and remained consistent with Virginia Sediment Control Handbook. Detail designs for the facilities incorporated measures to minimize erosion potential. All exposed soils were graded and seeded and trees and shrubbery were planted in appropriate areas. SPSA contracts out the landscaping at all SPSA facilities.

2.5.2 Stormwater Control

Stormwater runoff from the facility and access roadways is managed per local code requirements. Drainage design is based on the Rational Method with interior site drainage designed for a 25-year storm. The final storm sewer discharge is also designed for a 25-year storm. Where storm sewer elevations intersect the groundwater table, all pipes were gasketed to prevent exfiltration. Drainage ditches and inlets are inspected on a regular basis and after each storm event. If necessary, ditches and structures are cleared of clogged debris as soon as possible.

2.5.3 Wastewater Management

Most of the wastewater generated at the facility emanates from the washing down of the tipping floor. Heavy rain also impacts the wastewater quantity. Therefore, peak flow occurs in the late afternoon on the days that wash-down occurs. Wastewater from this activity flows directly to the local HRSD wastewater facility via a force main for treatment and disposal.

2.5.4 Storage Tanks

The facility has an aboveground storage tank (AST) containing diesel fuel for the operation of heavy equipment on site. The adjacent Operations Center has underground storage tanks (UST) for storage of diesel fuel, motor oil, hydraulic oil, and used oil, for the operation and maintenance of heavy equipment. The tanks meet the standards of all applicable tank regulations.

APPENDIX A SPSA's Residential Waste Disposal Policy

1. **Residents of SPSA's service area may receive free disposal of their household waste, limited to 12 visits per calendar year, at no charge at SPSA's transfer stations. Some locations have specific restrictions and hours as shown below for each specific location. For all locations:**
   - Proof of residency within the SPSA Service Area. (For example, a Driver's license or a utility bill).
   - All household waste, bagged or un-bagged, including furniture, mattresses and small appliances that have a freon-free certification sticker (if applicable), is acceptable.
   - Yard waste, which includes grass, leaves, etc., may be delivered to the below referenced locations. However, limbs, branches and brush must be less than six feet in length and not greater than 6" in diameter.
   - Solid waste must be delivered in one of the following "private vehicle or rented pick-up truck":
     - Unmarked (with exception of rental marking) and unmodified [for example, but not limited to, having no business decals/markings or no equipment racks (such as pipe or ladder racks or similar modifications)] automobile, station wagon, passenger van with under 15 seats, sport utility vehicle, pickup truck (1 ton capacity or smaller) or similar vehicles.
     - Utility trailer (owned or rented), up to twelve feet in length, with no visible tools and/or equipment which is being towed by one of the above-mentioned private vehicles.
   - Waste delivered that does not meet the above conditions will be charged the prevailing disposal fee.
2. **The following waste types are not eligible for free disposal at any SPSA location:**
   - Waste delivered in a pickup truck (private vehicle or rented) larger than a 1-ton capacity, commercial vehicles, marked (with exception of rental markings) and modified vehicles or any vehicle deemed solely by SPSA's judgment to be used or usable for commercial business are not allowed free disposal privileges.
   - Waste from rental properties.
3. **Location Specific Restrictions:**
   - <u>Chesapeake Transfer Station</u>
     Monday 8:00am – 5:00pm open for all SPSA service area residents.
     Tuesday through Friday, no residential dumping.
     Saturday 8:00am – Noon, open for all SPSA service area residents

Saturday and Sunday Noon to 4:00pm, open for Chesapeake residents only

- Franklin and Isle of Wight Transfer Station
  Monday through Friday 8:00am – 3:00pm, open for all SPSA service area residents
  Saturday 8:00am – Noon, open for all SPSA service area residents
  The 12 visits per calendar year limit does not apply at the Franklin and Isle of Wight Transfer Stations
- Landstown Transfer Station
  Monday through Friday 8:00am – 5:00pm open for all SPSA service area residents
  Saturday 8:00am – Noon, open for all SPSA service area residents.
- Norfolk Transfer Station
  Monday 8:00am – 5:00pm open for all SPSA service area residents.
  Tuesday through Friday, no residential dumping.
  Saturday 8:00am – Noon, open for all SPSA service area residents
- Saturday and Sunday Noon to 4:00pm, open for Norfolk residents only
- Oceana Transfer Station
  Residential Waste not accepted at any time
- Suffolk Transfer Station
  Monday through Friday 8:00am – 4:00pm open for all SPSA service area residents
  Saturday 8:00am – Noon, open for all SPSA service area residents.

4. **SPSA's Residential Waste Disposal Guidelines are designed to ensure that residents of the SPSA service area continue to receive safe and efficient disposal opportunities.**
5. **Residents must adhere to all SPSA guidelines, policies and procedures while on SPSA property. Failure to do so may result in loss of privileges to use SPSA's facilities.**
6. **For Household Hazardous Waste (HHW) please see the Household Hazardous Waste guidelines.**
7. **Tires (no more than 4) should be delivered to the SPSA Regional Landfill Monday – Friday from 8:00am to 4:00pm and Saturdays from 8:00am to Noon.**
8. **SPSA does not accept any "commercial" hazardous waste material or regulated medical waste at any SPSA location.**

Original policy adopted 02/02/2000; Reviewed 03/03/2020

INSPECTION PLAN

Contents

Appendix A

1.0 INTRODUCTION

SPSA has developed several inspection plans to ensure that it continuously operates an environmentally sound waste system. During the active life of the facility, SPSA's Safety Department, Environmental Department, and transfer station management perform routine inspections of the facilities. Incoming waste loads are randomly inspected to ensure that no hazardous or other prohibited wastes are disposed of in SPSA's waste management system. The following outline describes the daily, safety, and random load inspections performed at SPSA's transfer stations.

2.0 ROUTINE FACILITY INSPECTIONS

On a routine basis, transfer station supervisors or their designees inspect their facilities to ensure they are in satisfactory operating condition. Any deficiencies identified in these areas are immediately corrected. Areas that are evaluated include but are not limited to:

- Condition of all weather roads
- Condition of grounds and parking lots
- Proper functioning of wastewater collection system
- Condition of drainage ditches
- Condition of storm water outfalls
- Proper functioning of all emergency and operation equipment

3.0 SAFETY INSPECTIONS

SPSA's Safety Department inspects all SPSA facilities on a routine basis. Additionally, supervisors perform regular safety inspections of their facilities or work areas. Any unsafe conditions noted are corrected immediately, if possible, or reported to the Safety Department to be abated in a timely manner. Supervisors keep reports on file of safety inspections performed at the facility and the Safety Department reviews them during their inspections of the facility or work area. SPSA's Safety and Risk Manager submits a report of any deficiencies noted during the annual inspection to SPSA's Executive Director. In addition, the Virginia Department of Labor's OSHA may inspect any SPSA facility at any time during its normal operating hours. Items reviewed during safety inspections include:

- General housekeeping
- Use of prescribed protective equipment by employees
- Compliance with established safety regulations
- Proper maintenance of buildings, equipment, and vehicles including perimeter fencing and access gates.
- Onsite roads
- Wastewater collection system
- Storm water collection system
- Building integrity
- Mobile equipment
- Safety and emergency equipment

4.0 ROUTINE WASTE INSPECTIONS

Operational personnel at all SPSA waste management facilities are trained to screen every incoming waste load for unauthorized waste materials. Employees remain on alert for containers bearing hazardous waste symbols and waste items emitting strong odors, smoke or reacting with surrounding materials. In the event that an unauthorized or suspect waste is discovered at any facility, employees follow the response and reporting procedures detailed in Section 3.3 of SPSA's Unauthorized Waste Control Plan. The procedures for performing routine waste load inspections are also outlined in SPSA EMS SOP 1.9.

5.0 RANDOM WASTE LOAD INSPECTIONS

SPSA has developed an Unauthorized Waste Control Plan to prevent unauthorized wastes from entering its facilities. An important element of this plan is SPSA's Random Waste Load Inspection Protocol. SPSA's trained Environmental Staff or transfer station personnel perform random inspections at SPSA facilities on a routine basis at a frequency determined by facility throughput and the results of previous random inspections. The following guidelines are used.

A. Procedures

Waste haulers are directed to discharge their waste in an area designated for waste screening, where a frontend loader spreads out the waste. Haulers are randomly selected based on a system developed by SPSA's Environmental Department. Environmental Staff or transfer station personnel, using the appropriate personal protective equipment and rakes, look through the waste for regulated hazardous waste, prohibited waste, and PCB waste. Household hazardous waste and conditionally exempt hazardous wastes are not included in this screening process.

B. Waste Management

Wastes that are determined to be unacceptable are handled according to the following procedures:

1. Car batteries, tires, and gas cylinders (refrigerants, propane, etc.) are removed and handled according to SPSA's established procedures.
2. Special waste (contaminated soil, sandblast, etc.) is rejected and the generator is notified of SPSA's Special Waste Application process.
3. Used oil filters are removed for crushing and recycling.
4. Hazardous waste including chemicals, bulk fuels and solvents, etc., and prohibited wastes including unknown gas cylinders, liquids, asbestos, etc., are rejected or stored for disposal via hazardous waste contractor.
   The hauler is billed for the cost of disposal.
5. Regulated medical waste is also prohibited at all SPSA facilities. Employees are trained to recognize medical waste and to respond according to established guidelines and notification procedures. A copy of these guidelines may be found in the Unauthorized Waste Control Plan.

C. Records

A Load Checking Inspection Report is completed for each waste load inspected, with a copy maintained at the facility and one forwarded to the DEQ if hazardous waste is found. A copy of this form may be found in Appendix A. Photographs are taken of hazardous and prohibited waste and kept on file with the inspection report. The waste hauler is also sent a copy of the inspection report and notified of the results. Haulers that are found to repeatedly deliver unauthorized wastes are suspended from utilizing SPSA facilities until the problem is resolved.

D. Training

SPSA provides ongoing training for all employees involved in receiving and processing solid waste at SPSA facilities. All employees are trained on the contents of SPSA's Unauthorized Waste Control Plan, which is maintained as an onsite reference document. Training is completed at least annually and includes a review of SPSA's waste acceptance policies. Employees are continuously reminded to remain alert for labels with hazardous warning words or symbols, materials smoking or emitting odors, regulated medical wastes and questionable drums, boxes, or bags. Employees are instructed to take proper safety precautions and to notify their supervisor if they spot unauthorized waste.

6.0 ENVIRONMENTAL COMPLIANCE INSPECTIONS

SPSA's Environmental Staff members perform routine environmental compliance inspections of all SPSA facilities. During these inspections, facility operations are reviewed to ensure compliance with applicable requirements of the Virginia Solid Waste Management Regulations. Areas evaluated during these inspections include but are not limited to the following.

- General Housekeeping
- Waste storage procedures
- AST & UST management and record keeping
- Control of unauthorized waste disposal
- Areas of concern to facility supervisors

These compliance inspections are documented in the Environmental Inspection Report, with electronic copies provided to the Director of Operations, the Environmental Manager, the Executive Director, and the respective facility supervisor. A copy of this inspection form may be found in Appendix A of this Inspection Plan.

QUARTERLY SAFETY INSPECTION REPORT

Date:

Inspector(s): Michael Ponds, Safety and Risk Manager

Location: Portsmouth Transfer Station

Unsafe Conditions	
Repeat	
New	
Total	

Unsafe Acts	
Repeat	
New	
Total	

General Housekeeping Items	
Repeat	
New	
Total	

C.I Opportunities	
Repeat	
New	
Total	

Distribution:

Dennis Bagley, Executive Director
Henry Strickland, Director of Operations
Facility Supervisor

SPSA Safety Programs

Hazard Communication Program

Safety Policy & Programs Manual

First Aid/CPR

Department of Labor and Industry Poster

Training Records

Respiratory Protection Program

Emergency Response Procedures

Hearing Conservation

Personal Protective Equipment

Lock Out/Tag Out Program

Hot Work Permits

Powered Industrial Truck Program

Heavy Equipment Safety Program

Spotter Training

Monthly Safety Inspection

Unsafe Conditions

#	Description	Corrected by (initials)	Date Corrected

Unsafe Acts

#	Description	Corrected by (initials)	Date Corrected

General Housekeeping Items

#	Description	Corrected by (initials)	Date Corrected

Continuous Improvement Opportunities

#	Description	Corrected by (initials)	Date Corrected

Comments

Last OSHA recordable injury or illness was on
Transfer Station has worked ___ days without a lost time accident ___ **Years**

_____
Michael Ponds, Safety and Risk Manager

Environmental Inspection Report

Location: Portsmouth
Transfer Station

Date of Inspection:

Name of Inspector:

Report Sent to:

Department Heads: Executive Director

Manager: Transfer Stations Manager

Supervisor: Transfer Station Supervisor

Discrepancies	
Past	
Current	
Total	

1. 10.1-1408.2 Operator Certification
Certification Number:
Certification expires:

2. 20-81-300.F Control program for unauthorized waste
Is the plan onsite?

Have there been any incidents where removal of waste was necessary?

Review of random waste load inspections:

3. 20-81-330.B All weather road
(From entrance gate to unloading, receiving, or tipping area)

Are all weather roads in good condition?

4. 20-81-330.B TIPPING AREA
Is tipping area in good condition?

Last washdown of tipping area:

5. 20-81-330.B WHEEL CURB/SAFETY FACILITIES
Is there a mechanism to prevent one from falling into pit of tipping area?

6. 20-81-330.B EASILY CLEANABLE MATERIALS
Are unloading, receiving, tipping, and storage areas of an easily cleanable material?

7. 20-81-330.B Sufficient queuing capacity

Is there sufficient queuing capacity so waiting vehicles do not back on public road?

8. 20-81-340.B.1-3,5 Waste storage
Is waste stored overnight?

If so, are there storage units designed to reduce potential for fires, migration of vectors, and to prevent escape of wastes, washwaters, odors, dust, and litter from facility?

10. 20-81-340.B.1-3,5 Solid waste remaining/day

Ensure there is no uncontainerized waste at the end of the day.

11. 20-81-485.B Written operating plan

Capacity: Transfers:

Is an operating plan onsite?

Condition of grounds and parking lots:

Condition of stormwater outfalls and drainage ditches:

Any windblown debris onsite?

Windblown debris last picked up on:

If applicable, are roll-off boxes clean?

12. 20-81-485.A.5 Written contingency plan

Is contingency plan onsite?

13. 20-81-340.B.4 Management of leachate/wastewater

Leachate and washwater not permitted to drain or discharge into surface waters.

14. 20-81-340.B.1-3,5 Hazardous waste and household hazardous waste

No regulated hazardous wastes shall be accepted and storage of HHW shall not exceed a year.

Any hazardous waste incidents?

15. 20-81-360.2 Closure Plan

Is the closure plan onsite?

16. 10.1-1408.1 Disclosure Statement

Is the current disclosure statement onsite?

UST Management

Number on Site:

ID#	Date Installed	Capacity	Description	Release Detection	Release Detection Records (previous year)

DISCREPANCIES:

_____

_____

AREAS OF CONCERN:

_____

_____

GENERAL OBSERVATIONS AND COMMENTS:

_____

_____

_____

Name, Title

SAFETY PLAN

Contents

1.0 PURPOSE

SPSA's Safety Department has developed a Handbook of Safety Directives that contains SPSA's Safety Manual and safety policies. In addition, the Safety Handbook contains information on OSHA's safety standards, accident/injury reporting procedures, personal protective equipment requirements, and disciplinary actions to be taken for failure to comply with these policies and procedures. Employees are held accountable for the contents of SPSA's Safety Handbook. The Portsmouth Transfer Station Safety Plan is not intended to replace the contents of SPSA's Safety Handbook but rather to provide a summary of established safety standards that directly relate to transfer station operations. The safety plan will help ensure that appropriate safety standards are implemented at each transfer facility and that procedures to promote a safe working environment for the employees of SPSA are maintained.

2.0 EMPLOYEE SAFETY RESPONSIBILITIES

The following summarizes the safety responsibilities of all SPSA employees.

A. Safety is the responsibility of every SPSA employee. Each SPSA employee is responsible to act in a safe manner and provide:
   - Safety for themselves
   - Safety for fellow employees
   - Protection for the public
   - Protection for SPSA property and assets

B. It is the employee's responsibility to keep fully informed of the contents of SPSA's Safety Manual and to apply these rules to work.

C. The employee is responsible for notifying their supervisor if they feel for any reason that they are unable to safely perform assigned work.

D. An employee violating safety rules, procedures or standards or the provisions of this manual, or acting in such a manner as to endanger his or her own or another's personal safety will be subject to disciplinary action including warning, suspension, or discharge.

3.0 GENERAL SAFETY PROCEDURES

The following procedures are to be followed at all times to ensure that the facility is operated in a safe manner.

A. Employees are properly trained and informed of all safety procedures prior to assignment of job responsibilities.

B. The Portsmouth Transfer Station Supervisor must periodically review the operation of machinery and equipment to ensure that safety rules and guidelines are being followed.

C. The Portsmouth Transfer Station Supervisors is responsible for ensuring that operators perform prestart checks on all equipment, mobile and stationary, to ensure it is in proper operating condition.

D. All mobile equipment and vehicles operated on the premises must be driven under the maximum safe speed, not exceeding 10 mph. Speed limits are posted where applicable.

E. All hopper areas are properly barricaded when not in use.

F. Site user rules are posted at the entrance to the site as well as the SPSA website.

G. Transfer station employees must be constantly alert for potential hazards and be informed of SPSA's Hazard Communication Program, established in compliance with OSHA standard 1910.1200.

H. Transfer station employees must be constantly alert for the possibility of fire or explosion. Fires extinguishers are posted inside transfer station buildings. Mobile equipment is equipped with fire extinguishers.

4.0 TIPPING FLOOR HAZARD CONTROL

A. Traffic spotters control, limit, and direct vehicle unloading, keeping mechanically unloading vehicles separated from manual unloading vehicles to avoid interference and to facilitate smooth traffic flow and minimize delay.

B. Any solid waste assistants or equipment operators must remain out of the path of all moving vehicles and be constantly aware of all vehicles maneuvering on the tipping floor.

C. All employees are required to wear safety shoes, hard hats, goggles, and reflective vests, and are not permitted to work should they fail to do so.

D. Smoking is strictly prohibited on the tipping floor.

E. The Portsmouth Transfer Station Supervisor monitors dust levels on the tipping floor. If dust levels begin to become a health hazard, the supervisor instructs employees to wear the appropriate breathing apparatus. Should the breathing apparatus not prove effective because of high dust levels, employees will be evacuated from the building until the dust has settled and the area is determined safe in accordance with the standards of the Occupational Safety and Health Act (OSHA).

F. Employees on foot shall remain clear of waste storage or sorting piles that may be subject to shifting, the moving parts of operating stationary equipment, and other elements of the tipping floor and processing area that may pose a physical hazard.

5.0 VEHICLE LOADING

A. Loading operations do not begin until the station supervisor or his designated representative has ascertained that a trailer is in position and is ready to load.

B. After it has been determined that the trailer is ready to load, the station supervisor or his designee signals the loading operator to begin. Extreme care must be exercised to ensure that the trailer is in place with tops open and that unacceptable waste is set aside for special disposal.

C. Transfer vehicle operators are signaled when trailers are fully loaded and ready to exit the loading area.

D. No person may move or load waste without a spotter, operator, or supervisor's assistance.

6.0 SAFETY TRAINING

6.1 General

Personnel training in job responsibilities, job operations, accepted safety methods and potential hazards associated with the facility are important elements in achieving a safe workplace. Supervisors are responsible for ensuring that all new employees receive adequate training to prepare them for performing their assigned responsibilities in a safe and productive manner.

6.2 On-the-Job Training

Training is the most important element in achieving accident-free operations and should include job responsibilities and job operations, accepted safety methods and techniques to be used, and the hazards associated with the function or system. Supervisors will be responsible to ensure all new employees receive adequate training to prepare them for performing their assigned responsibilities in a safe and efficient manner. This training includes but is not limited to the following.

- SPSA Safety Program familiarization
- Prescribed safety clothing and equipment for the job and how to use it
- Emergency treatment of injuries
- Proper procedures for reporting a fire, serious injury, or accident
- Special hazards associated with the job
- General hazards encountered in the work area and how to avoid them
- Safety rules
- Disciplinary procedures

7.0 PERSONAL PROTECTIVE EQUIPMENT

All SPSA employees are supplied with appropriate personal equipment at SPSA's expense. The required protective equipment is posted in each work area. Employees failing to wear the posted protective equipment are subject to disciplinary action.

EMERGENCY CONTINGENCY PLAN

Contents

1.0 PURPOSE

SPSA's Safety Department has developed an Emergency Response Plan for all of SPSA's operations. This Portsmouth Transfer Station emergency contingency plan is not intended to replace the contents of that plan but serves to emphasize those emergency response procedures to be followed in case of an emergency situation directly related to transfer station operations. An emergency situation refers to any incident involving fire, explosion, chemical or other accident, which poses a potential threat to human health, property, or the environment. This plan is to be followed by all transfer station personnel as well as any contractors that are onsite when an incident occurs.

2.0 IMPLEMENTATION

The provisions of this plan will be carried out immediately whenever there is a fire, explosion or release of any toxic or hazardous material(s) that could present a hazard to human health, property, or the environment. General emergency contact information for the transfer stations may be found below. Specific emergency contact information is posted at each facility and is available on SPSA's EMS website.

Portsmouth Transfer Station
General Emergency Contact Information

1. In case of fire, explosion, or other emergency, call 911.
2. The following persons should be notified of emergency situation at the Portsmouth Transfer Station.

Person	Work Number
Transfer Station Supervisor	(757) 374-4548
Transfer Stations Manager	(757) 438-6616
Transportation Operations Manager	(757) 961-4019; ext. 419
Safety and Risk Manager	(757) 961-3697; ext. 417
Environmental Manager	(757) 417-5251

3. Suffolk Police Department Non-emergencies: (757) 393-5300
4. Suffolk Department of Fire and Rescue: (757) 393-8123
5. Poison Control Center: (800) 222-1222
6. State Police Emergencies: (757) 424-6800
7. Department of Environmental Quality: (757) 518-2000

3.0 EMERGENCY COORDINATOR

At all times during facility operation, there is at least one employee on call or on the facility premises, with responsibility of coordinating emergency response measures. The Emergency Coordinator is thoroughly familiar with all aspects of the emergency plan, as well as the site layout and operations of the facility. In addition, the Emergency Coordinator has the authority to commit the resources needed to implement this plan. The Emergency Coordinator for the Portsmouth Transfer Station is the facility supervisor,

4.0 FIRE CONTROL PLAN

Whenever there is a fire alarm, visible detection of fire, an explosion, or other similar emergency situation, the facility emergency coordinator should immediately:

1. Determine location of the emergency situation.
2. Determine if there is a fire or explosion, then immediately organize the designated emergency response team to identify the source and the extent of the hazard and implement applicable fire control procedures.
3. Concurrently, the Emergency Coordinator should assess possible hazards to employee's health and property and determine whether or not he and his Response Team can control the fire. Where conditions warrant, in the opinion of supervision, the area should be evacuated to a designated assembly area.
4. Rescue of injured personnel is of prime importance and should receive first priority.
5. Control of the fire should be maintained when possible.
6. The local fire department, hospital, and personnel on the call list should be notified immediately and informed of site location, location of emergency, extent and type of fire or explosion, and any injuries incurred.

4.1 Emergency Response Team

The Emergency Response Team is under the direction of the Emergency Coordinator and is responsible for the following:

1. Knowing the physical building layout including all exits, points of assembly, and evacuation procedures.
2. Responding to alarms and emergencies at the direction of the Emergency Coordinator.
3. Extinguishing and/or containing fires until the local fire department arrives.

4.2 Fire Control Provisions

Fire extinguishers are maintained in all working areas where fire potential exists. The facility has a building-wide sprinkler system supported by a 100,000-gallon water tank supply by City water.

Trucks delivering solid waste to the site are screened for obvious fires prior to offloading. Part of the regular training program for operating personnel includes instruction on fire prevention and emergency response. Emergency response telephone numbers are posted near all telephones located at each transfer station.

5.0 ACCIDENT/INJURY RESPONSE

5.1 Injury

In the event of an injury or illness, the following procedures should be followed:

1. Report injury or illness immediately to the facility supervisor, even if it appears minor
2. Take the necessary action to secure the scene to prevent further damage to property or personal injuries (i.e., shut down all equipment).
3. Determine location and severity of injury.
4. If it is determined that the injury is serious, phone the Rescue Squad (911). Describe the site location, location of injury, and specific injuries incurred. If the victim requires medical attention but ambulance service is not deemed necessary, transport victim to a nearby medical facility.
5. Do not attempt to move the victim unless the victim is in danger or if the injury appears minor and the victim can move himself without a great deal of pain.
6. Notify Emergency Coordinator.
7. Notify police if necessary.
8. Investigate circumstances and possible causes of the accident and complete necessary forms.

5.2 Accident Investigation

The facility supervisor shall investigate each accident immediately after the incident occurs and is stabilized. A Supervisor's Accident/Incident Investigation Report should be completed as part of the investigation. The following procedures should be used as a guideline in the accident investigation.

1. Check the scene.
    a. Carefully examine the accident scene.
    b. Reconstruct the chain of events leading to the accident and determine the cause of the accident.
    c. Draw a diagram of the scene; it will be helpful to the Safety Committee in determining contributing causes to the accident.
    d. Make notes on all facts that may relate to the cause of the accident and write down the following:

i. Facts that may relate to the cause of accident
ii. Procedures used or misuse of equipment
iii. Any unsafe conditions, unsafe acts, or faulty equipment involved
iv. Weather conditions
v. Conversations pertinent to the case

2. Collect evidence.
3. Interview witnesses and victim.
4. Determine cause(s) of accident.
5. Complete Accident Investigation Report and submit to safety office.

6.0 SPILL RESPONSE

Upon discovery of spilled liquids, report to Emergency Coordinator. The Emergency Coordinator will evaluate the nature of the liquids spilled and decide whether to implement a spill contingency plan. Upon direction of Emergency Coordinator, personnel will:

1. Stop the source of the leak or spill.
2. Check the extent of the spill.
3. Contain the spill using dikes or absorbents.
4. Remove all contaminated materials and dispose of in the appropriate disposal areas.
5. Test area for contamination, if appropriate.
6. Replace, repair, and/or clean spill equipment.

7.0 CONTINGENCY PLAN

In the event of a nonemergency situation that interrupts normal operating procedures at the transfer station, the following contingency plan will be implemented. A non-emergency situation may include equipment breakdown, personnel illness or absence, extension of operation hours, or diversion of solid waste to other facilities.

7.1 Equipment Breakdown

Back-up equipment for the Portsmouth Transfer Station is available from other transfer stations or from SPSA's Operation Maintenance Facility adjacent to the site.

7.2 Personnel Illness or Absence

Transfer station personnel should notify their supervisor as soon as possible if illness or other circumstances will prevent them from arriving to work or prohibit them from performing their job responsibilities once at work. Employees are versatile in their work activities, and this enables them to perform the duties of other positions. The transfer station supervisor is capable of fulfilling

the duties of all positions at the facility. If the number of available employees is insufficient to safely operate the transfer station, temporary employees may be hired, or qualified personnel from other SPSA facilities will be utilized.

7.3 Extension of Operating Hours

Operating hours are extended as needed to remove all loose waste from the site at the end of each operating day. In addition, SPSA may extend the operating hours at a transfer facility to accommodate special needs of our commercial and municipal customers.

7.4 Diversion of Solid Waste to Other Facilities

Regardless of the point of waste generation within SPSA's service area, authorized users may deliver their waste to any SPSA facility. Therefore, if it becomes necessary to cease operations for an extended period at the facility, incoming solid waste will simply be diverted to other SPSA facilities. Signs notifying users of planned facility closings for maintenance and/or repair will be posted well in advance.

CLOSURE AND POST-CLOSURE CARE PLAN

Contents

Section Page

Appendices

1.0 INTRODUCTION

This closure plan has been developed in accordance with the Virginia Solid Waste Management Regulations (VSWMRs). Its purpose is to provide a detailed closure plan for SPSA's Portsmouth Material Recovery Facility (MRF) at any time during Its active life or at the time of its scheduled closure. The MRF will be closed in a manner that minimizes the need for further maintenance and controls, minimizes or eliminates to the extent necessary to protect human health and the environment, the post-closure escape of uncontrolled leachate, surface run-off, or waste decomposition products to the groundwater, surface water, or to the atmosphere. This closure plan outlines the steps necessary for facility abandonment including solid waste removal, building inspection and cleaning, and site testing. The Engineer's Certification for this plan is contained in Appendix A.

2.0 SCHEDULE FOR CLOSURE

Closure of SPSA's Portsmouth MRF is unknown at this time. The facility may be closed as of the date of expiration of SPSA's contract with its member communities, which will also be the date of final waste acceptance at the MRF. Normal operations will continue until that date with regularly scheduled maintenance to maintain the structural integrity of the MRF building.

2.1 Notice of Facility Closure and Date of Final Waste Acceptance

A sign indicating the anticipated date of Portsmouth facility's closure and the date of final waste acceptance will be posted at the facility at least ninety days in advance. The Director of DEQ will be notified of SPSA's intent to close the facility and an amended closure plan will be submitted if required.

2.2 Implementation of Closure Plan

This closure plan will be implemented and completed in no more than six months after the date of final material acceptance at the facility. If it is determined that additional time will be required to properly close the facility, a formal request will be made to the Director.

2.3 Closure Completion

At the completion of the closure of the MRF, signs will be posted on-site indicating the facility is closed and no longer accepting solid waste. Additionally, measures will be taken to secure the site to prevent the unlawful disposal of waste. The Director will be notified that the MRF has been properly closed in accordance with applicable regulations.

3.0 WASTE REMOVAL AND EQUIPMENT TRANSFER

Upon closure or in preparation of the facility for uses other than solid waste management, SPSA will remove and dispose of all solid waste and solid waste residues. All solid waste will be transported to a permitted disposal facility. All equipment used for MRF operations will be cleaned of all waste residues and removed from the site.

4.0 VISUAL INSPECTION

Once all waste and residues have been removed, a visual inspection of all areas of waste containment will be performed. A qualified construction inspector will make the inspection. A

written record of the inspection will be maintained by the Inspector and will contain the following information:

- Date and time of inspection
- Inspector's name and title
- Area of inspection
- Deficiencies/potential problems
- Required additional inspection and/or testing

During the course of all inspections, particular attention will be given to the condition of the load-off area and other concrete structures. Features such as cracks, fissures and expansion joints will be thoroughly inspected and field evaluated as a possible pathway for contamination.

5.0 PATHWAY INVESTIGATION

To determine whether each possible pathway identified in the visual inspection actually contributed to the migration of contaminants, if needed, sampling and testing of the areas will be performed. Aqueous samples will be collected from the immediate area of the identified pathway and soil samples will be collected from the site. At a minimum, indication parameters to be sampled for include: total organic carbon (TOC); total organize halides (TOX); and heavy metals-arsenic, barium, cadmium, chromium, lead, mercury, selenium and silver.

5.1 Sample Collection

If sampling is performed, aqueous samples will be collected in the immediate area of each identified possible pathway, as well as in a "clean" area for determination of background. Samples will be collected as follows:

1. Vacuum/sweep clean the area to remove loose residue or debris.
2. Thoroughly rinse the identified area with plain water only, using a high-pressure hose or steam cleaning machine. All liquid rinse waste will be collected in a wet/dry vacuum or other similar equipment. (CAUTION: Do not use any type of detergent or solvent for it may contaminate sample.)
3. The appropriate sample amounts will be taken directly from the wet/dry vacuum by means of an uncontaminated glass or Teflon beaker and placed directly into prepared sample containers. The container is not to be overfilled. Once properly filled and capped, the container will be inverted to mix the preservative and sample, and then placed into a Ziploc bag. The laboratory performing the analyses will provide the appropriate sample containers, pre-labeled with the analysis to be performed and with preservatives added as necessary.
4. Any remaining liquid waste will be properly disposed of in the proper manner.
5. When sampling is complete, samples will be placed in an iced container for transport to the testing laboratory.

5.2 Soil Sampling and Analysis

If deemed to be required, surface soil samples will be collected and analyzed in order to determine whether an identified pathway has led to contamination of the site. Sample locations will be strategically located in order to collect a representative fraction of the soils with the minimum number of samples and effort. Locations will be selected so that samples are collected above and below the release point of the potential contamination pathway. Results from samples collected above the release point will be used to determine background quality for comparison with results of samples collected below the release point.

If sampling locations have established vegetative cover, it is necessary to remove and stockpile this cover. To accomplish this, a clean stainless steel shovel will be used to carefully dig up the turf so that if may be replaced upon completion of sampling. Once the soil sample is obtained, the soil will be placed in a glass container for mixing and then placed into the sample container. Once the sample has been collected, the turf will be replaced and tamped. The following outlines the actions necessary for surface soil collection; however, sampling techniques will be confirmed with a certified testing laboratory.

1. Remove all surface debris with a clean stainless steel spoon or shovel. Carefully remove and save any vegetative cover.
2. Using a pre-cleaned stainless steel scoop or spoon, collect the surface soil sample and place it into a glass or Teflon coated stainless steel pan for mixing.
3. Thoroughly mix the sample with a stainless steel spoon.
4. Place the soil in the prepared sample container.
5. When sampling is complete, place the samples in an iced container for transport to the testing laboratory.

5.3 Chain-of-Custody Program

A chain-of-custody program will be used to provide for tracing of individual samples from the time of the field-sampling event through laboratory analysis. Items included in this program consist of: sample labels, sample seals, field logbook and chain-of-custody record.

A. Sample Labels

Each sample container is to be pre-printed with a durable label to include the following information:

- Sample number
- Date and time of collection
- Location
- Name of collector

B. Sample Seal

To ensure that samples are not disturbed during shipment, a seal will be placed on individual containers or the entire package.

C. Field Logbook

All observations and field activities will be recorded in a project dedicated logbook.

D. Chain-of-Custody

Each sample is to be documented on a chain-of-custody form. The following information will be recorded on that form:

- Project number
- Project name
- Sampler's signature
- Sampling location, date and time of sample collection, sample designation and a brief description of the type of sample
- Total number of sample containers
- All transfers of the container

5.4 Sample Analysis

Table 5 provides a list of sampling parameters along with the appropriate test method in accordance with the Environmental Protection Agency (EPA) document *Test Methods for Evaluating Solid Waste Physical/Chemical Methods SW-846.*

Table 5. MRF Closure Care Sampling Parameters

Parameter	Test Method
Arsenic	7060
Barium	7080
Cadmium	7130
Chromium	7190
Lead	7420
Mercury	7470
Selenium	7740
Silver	7760
Total Organic Carbon	8060
Total Organic Halides	9020

• Once laboratory results are available, parameter concentrations for each possible pathway are compared to the background concentrations to determine whether or not an impact has occurred.
• If no impact is detected in both the aqueous and soil samples, it can be assumed that no contamination has occurred, and no further actions are necessary.
• If an impact is detected in the aqueous sample, but not in the soil sample, it can be assumed that the contamination is localized in the vicinity of the pathway and clean up of the pathway is required. Clean up of the identified pathway will consist of watering the area with a high-pressure hose or steam cleaning machine using a non-phosphorous detergent. The area will then be rinsed thoroughly with plain water and be allowed to dry. Once dry, the area will be re-sampled as described above.
• This procedure will be repeated until the laboratory results from the pathway sample indicate no impact when compared to the background data.

6.0 POST-CLOSURE CARE

Post-closure care is not required for material recovery facilities. However, if contamination remains after reasonable efforts to decontaminate components, subsoils, structures and equipment, a post-closure plan will be developed and implemented. A groundwater monitoring system will be installed as part of the post-closure activities. Post-closure care will continue until the site is deemed to pose no risk to human health and environment.

Appendix A

Engineer's Certification

In accordance with VSWMR 9 VAC 20-81-410.A.2.e.(2), this statement is provided to certify that the application standards of 9 VAC 20-81-360 have been met in this closure plan for the SPSA Portsmouth MRF. The closure plan is to be maintained in the material recovery facility's operating record.

Keith T. Matteson, P.E.
SCS Engineers
Virginia P.E. Registration # 033861
November 26, 2024

Southeastern Public Service Authority of Virginia

Unauthorized Waste Control Plan

Updated August 2024

UNAUTHORIZED WASTE CONTROL PLAN

Contents

Appendices

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1.0 DEFINITIONS

The following words and terms when used in this plan shall have the following meaning (as derived from 9VAC20-81-10 where applicable) active unless the context clearly indicates otherwise:

"Ash" means the fly ash or bottom ash residual waste material produced from incineration or burning of solid waste or from any fuel combustion.

"Commercial waste" means all solid waste generated by establishments engaged in business operations other than manufacturing or construction. This category includes, but is not limited to, solid waste resulting from the operation of stores, markets, office buildings, restaurants and shopping centers.

"Construction waste" means solid waste which is produced or generated during construction, remodeling, or repair of pavements, houses, commercial buildings, and other structures. Construction wastes include, but are not limited to lumber, wire, sheetrock, broken brick, shingles, glass, pipes, concrete, paving materials, and metal and plastics if the metal or plastics are a part of the materials of construction or empty containers for such materials. Paints, coatings, solvents, asbestos, any liquid, compressed gases or semi-liquids and garbage are not construction wastes.

"Contaminated soil" means, for the purposes of this plan, a soil that, as a result of a release or human usage, has absorbed or adsorbed physical, chemical, or radiological substances at concentrations above those consistent with nearby undisturbed soil or natural earth materials.

"Container" means any portable device in which a material is stored, transported, treated, or otherwise handled and includes transport vehicles that are containers themselves (e.g., tank trucks) and containers placed on or in a transport vehicle.

"Corrosive Materials" are items capable of causing serious chemical burns. See also "Toxic materials."

"Disposal" means the discharge, deposit, injection, dumping, spilling, leaking, or placing of any solid waste into or on any land or water so that such solid waste or any constituent of it may enter the environment or be emitted into the air or discharged into any waters.

"Flammable materials" are materials that can be easily ignited. See also "Ignitable wastes." Flammable materials may be in the forms of gases and aerosols, and flammable and combustible liquis.

"Free liquids" means liquids which readily separate from the solid portion of a waste under ambient temperature and pressure as determined by the Paint Filter Liquids Test, Method 9095,U.S. Environmental Protection Agency, Publication SW-846.

"Friable asbestos" means any waste material containing more than 1.0 percent asbestos as determined using the polarized light microscopy methods specified in 40 CFR Part 763, Appendix E, Subpart E, Section 1, that, when dry, is capable of being crumbled, pulverized or reduced to powder by hand pressure.

"Hazardous waste" means a "hazardous waste" as described by the Virginia Hazardous Waste Management Regulations (9VAC20-60).

"Household hazardous waste" means any waste material derived from households (including single and multiple residences, hotels, motels, bunkhouses, ranger stations, crew quarters, campgrounds, picnic grounds and day-use recreation areas) which, except for the fact that it is derived from a household, would otherwise be classified as a hazardous waste in accordance with 9VAC20-60.

"Household waste" means any waste material, including garbage, trash and refuse, derived from households. Households include single and multiple residences, hotels and motels, bunkhouses, ranger stations, crew quarters, campgrounds, picnic grounds and day-use recreation areas. Household wastes do not include sanitary waste in septic tanks (septage) which is regulated by other state agencies.

"Ignitable waste" means: (i) Liquids having a flash point of less than 140°F (60°C) as determined by the methods specified in the Virginia Hazardous Waste Management Regulations (9VAC20-60); (ii) non-liquids liable to cause fires through friction, absorption of moisture, spontaneous chemical change or retained heat from manufacturing or liable, when ignited, to burn so vigorously and persistently as to create a hazard; (iii) ignitable compressed gases, oxidizers, or both.

"Incineration" means the controlled combustion of solid waste for disposal.

"Incinerator" means a facility or device designed for the treatment of solid waste by combustion.

"Industrial waste" means any solid waste generated by manufacturing or industrial process that is not a regulated hazardous waste. Such waste may include, but is not limited to, waste resulting from the following manufacturing processes: Electric power generation; fertilizer/agricultural chemicals; food and related products/by-products; inorganic chemicals; iron and steel manufacturing; leather and leather products; nonferrous metals manufacturing/foundries; organic chemicals; plastics and resins manufacturing; pulp and paper industry; rubber and miscellaneous plastic products; stone, glass, clay, and concrete products; textile manufacturing; transportation equipment; and water treatment. This term does not include mining waste or oil and gas waste.

"Inert waste" means solid waste which is physically, chemically and biologically stable from further degradation and considered to be non-reactive. Inert wastes include rubble, concrete, broken bricks, bricks, and blocks.

"Institutional waste" means all solid waste emanating from institutions such as, but not limited to, hospitals, nursing homes, orphanages, and public or private schools. It can include regulated medical waste from health care facilities and research facilities that must be managed as a regulated medical waste.

"Liquid waste" means any waste material that is determined to contain "free liquids" as defined by in this plan above.

"Nonfriable asbestos" is classified in two categories: "Category I nonfriable asbestos-containing material (ACM)" means asbestos-containing packing, gaskets, resilient floor covering, and asphalt roofing products containing more than 1.0 percent asbestos, as specified in 40 CFR Part 763, Appendix E, Subpart E, Section 1, that are wastes. "Category II nonfriable asbestos-containing material (ACM)" means any material, excluding Category I nonfriable ACM, containing more than 1.0 percent asbestos, as specified in 40 CFR Part 763, Appendix E, Subpart E, Section 1, that, when dry cannot be crumbled, pulverized, or reduced to powder by hand pressure and that are wastes.

"Operation" means all waste management activities at a solid waste management facility beginning with the initial receipt of solid waste for treatment, storage, disposal, or transfer and ceasing with the initiation of final closure activities at the solid waste management facility subsequent to the final receipt of waste.

"Oxidizers" are chemicals that contain oxygen in a form that is easily released. Oxidizers can release concentrated oxygen if heated or mixed with other materials, causing spontaneous fires or even explosions. Examples of oxidizers include bleach and pool chemicals.

"PCB" means any chemical substance that is limited to the biphenyl molecule that has been chlorinated to varying degrees or any combination of substances which contain such substance (see 40 CFR 761.3, as amended).

"Proprietary waste" is off spec or expired materials, products, confidential documents and other non-hazardous waste items requiring thermal destruction.

"Putrescible waste" means solid waste which contains organic material capable of being decomposed by micro-organisms and causing odors.

"Reactive Wastes" are wastes that can react with itself, air or water in a violent or hazardous manner. Examples of reactive wastes include explosives, pyrophoric chemicals (ignite on contact with air), and peroxide-forming compounds (ether).

"Regulated hazardous waste" means a solid waste that is a hazardous waste, as defined in the Virginia Hazardous Waste Management Regulations (9VAC20-60), that is not excluded from those regulations as a hazardous waste.

"Regulated medical waste" means solid wastes so defined by the Regulated Medical Waste Management Regulations (9VAC20-121) as promulgated by the Virginia Waste Management Board.

"Sandblast" is commercially available abrasive material commonly used to prepare a surface for finishing. Common abrasives include Coal Slag (Black Beauty, Black Diamond, Black Blast), Silica Sand, Aluminum Oxide, Garnet, Steel Shot & Steel Grit.

"Scavenging" means the unauthorized or uncontrolled removal of waste materials from a solid waste management facility.

"Site" means all land and structures, other appurtenances, and improvements on them used for treating, storing, and disposing of solid waste. This term includes adjacent land within the facility boundary used for the utility systems such as repair, storage, shipping or processing areas, or other areas incident to the management of solid waste.

"Sludge" means any solid, semi-solid or liquid waste generated from a municipal, commercial or industrial wastewater treatment plant, water supply treatment plant, or air pollution control facility exclusive of treated effluent from a wastewater treatment plant.

"Solid waste" means any of those materials defined as "solid waste' in Part III of 9VAC20-80-140 et seq.

"Special wastes" mean solid wastes that are difficult to handle, require special precautions because of hazardous properties or the nature of the waste creates waste management problems in normal operations.

"TCLP" (Toxicity Characteristic Leaching Procedure) – SW-846 Method 1311 is a complex testing procedure which extracts constituents from solid waste in a manner which simulates the leaching action that can occur in an ordinary sanitary landfill. Maximum contaminant concentrations can be found in 40 CFR Part 261.24 Table I.

"Toxic materials" are those substances with potential to cause damage to human tissues and/or systems if they gain entry into the body. Health hazards of toxic materials are determined by the chemical itself and by the way in which it is used.

"Transfer station" means any solid waste storage or collection facility at which solid waste is transferred from collection vehicles to haulage vehicles for transportation to a central solid waste management facility for disposal, incineration, or resource recovery.

"Treatment" means, for the purpose of this plan, any method, technique, or process, including incineration, designed to change the physical, chemical, or biological character or composition of any waste to render it more stable, safer for transport, or more amenable to use, reuse, reclamation, recovery, or disposal.

"Unauthorized waste" is any waste that SPSA does not accept for disposal at its facilities due to regulatory requirements, handling requirements, and/or safety requirements.

"Vegetative waste" means decomposable materials generated by yard and lawn care or land clearing activities and includes, but is not limited to, leaves, grass trimmings, woody wastes such as shrub and tree prunings, bark, limbs, roots, and stumps.

"White goods" means any stoves, washers, hot water heaters, and other large appliances.

"Working face" means that area within a landfill that is actively receiving solid waste for compaction and cover.

"Yard waste" means a subset of vegetative waste and means decomposable waste materials generated by yard and lawn care and includes leaves, grass trimmings, brush, wood chips, and shrub and tree trimmings. Yard waste shall not include roots or stumps that exceed six inches in diameter.

2.0 INTRODUCTION

2.1 PURPOSE & SCOPE

This plan has been developed to ensure the safety of SPSA employees and the protection of the environment in compliance with § 9 VAC 20-81-100.E, § 9 VAC 20-81-300.F & § 9 VAC 20-81-485.A.4 & B.4 of the Virginia Solid Waste Management Regulations. It is applicable to all permitted SPSA facilities and is to be maintained as an on-site reference document at all facilities. Unauthorized waste is defined as any waste that SPSA does not accept for disposal at its facilities due to regulatory requirements, handling requirements, and/or safety requirements.

2.2 SPSA'S UNAUTHORIZED WASTE EXCLUSION POLICY

The Southeastern Public Service Authority was formed for the purpose of providing environmentally sound solid waste disposal for the communities of southeast Virginia. It is SPSA's policy to accept waste solely meeting criteria established by legislation or statute, and facility permits, as well as those standards set by SPSA's Executive Staff. As such, SPSA does not knowingly accept regulated hazardous or medical waste, or waste excluded by SPSA's policy. SPSA has implemented a rigorous defense system to ensure unauthorized wastes are not accepted at its facilities. This Unauthorized Waste Control Plan describes SPSA's measures to prevent and respond to unauthorized waste disposal in its integrated waste management system.

3.0 PREVENTING UNAUTHORIZED WASTE DISPOSAL AT SPSA FACILITIES

SPSA has multiple levels of defense to prevent the disposal of unauthorized wastes at its facilities. These levels include:

- Public notification and education;
- Employee training and awareness;
- Established response and reporting procedures;
- Approval process for special/industrial wastes and proprietary waste;
- Waste Load Inspection Program; and
- Alternative disposal programs.

3.1 PUBLIC NOTIFICATION AND EDUCATION

SPSA's first level of defense against unauthorized waste disposal includes its efforts to notify the public of the types of waste accepted into its waste management system. In addition, SPSA educates the public of the hazards of improper waste disposal. Various media are use to keep the public informed of SPSA's programs and waste exclusion policies. These include:

- Posted signs at facility entrances;
- SPSA's web page;

- Other digital or physical distributed materials as needed.

Each SPSA facility has signs posted at its entrance informing users of the types of waste accepted at that facility, the hours of operation, monitoring, alternate collection programs, passage of any local laws, etc. In addition, signs are posted indicating hazardous waste, and regulated medical wastes are not acceptable. SPSA reserves the right to reject any waste whose origins and characteristics are questionable.

SPSA has an external web page at www.spsa.com, which can be accessed for the same types of information listed above.

3.2 EMPLOYEE TRAINING AND AWARENESS

SPSA's philosophy of employees being the authority's greatest asset is especially applicable in the prevention of unauthorized waste disposal at SPSA's facilities. Despite SPSA's best efforts to prevent these wastes from entering the waste system, the reality is that some users may knowingly or unintentionally dispose of unauthorized waste at SPSA's facilities. Because of this, SPSA's employees are the second line of defense to intercept unauthorized wastes. Employees are trained to recognize and manage unauthorized materials in the incoming waste stream. In addition, SPSA has established response and reporting procedures in the event that unauthorized wastes are detected at any SPSA facility. The following summarizes content of training given to the different level of SPSA employees.

3.2.1 Supervisors and Designated Responders

SPSA's Unauthorized Waste Training Program is designed to help supervisors and designated responders identify and address potential waste hazards in the workplace. It is not designed to train personnel as hazardous waste handlers, but to enable them to identify unauthorized wastes and implement proactive and reactive procedures to minimize risk to SPSA employees and the environment. The reactive procedures are to be followed whenever a potentially unauthorized waste is identified. The goals of this program are to help personnel:

- Recognize potentially hazardous waste;
- Understand potential hazards associated with hazardous waste; and
- Respond to potentially hazardous waste in a safe and environmentally-appropriate manner.

Supervisors and designated responders receive unauthorized waste control training from their department at the time of hire and as needed, and from the Environmental Department annually. An outline of the curriculum may be found in Appendix E.

3.2.2 Environmental Specialists

SPSA's Environmental staff, including the Environmental Specialist, respond to incidents of hazardous waste at all SPSA facilities. Environmental staff are required to complete OSHA's 40-hour Hazardous Waste Operations and Emergency Response (HAZWOPER) training in compliance with OSHA requirements. This training covers the following areas:

- Safe Work Practices
- Environmental and Chemical Hazard Recognition
- Hazardous Waste Characteristics
- Hazard Communication
- Materials Handling
- Toxicology
- Basic Emergency Response and Preparedness
- Site Control and Decontamination

Environmental staff are required to complete an annual 8-hour HAZWOPER refresher every year after the completion of their 40-hour training.

3.2.3 Other Employees

SPSA's strives to protect employees, property, and the environment from hazardous and regulated medical wastes. In order to achieve this goal, **all** employees must be prepared to safely respond if a potential hazardous waste is recognized. At a minimum, all employees are trained to:

- Stay alert to the content of all incoming loads;
- Recognize smoke, unusual odors, or vapors emitting from a load of solid waste;
- Look for materials labeled with hazard warnings, such as a picture, symbol, or warning words.
- Contact the facility supervisor and/or designated responder if a hazardous waste is recognized; do not attempt to handle the suspected material.

Employees receive this training receive unauthorized waste control training from their department at the time of hire and as needed, and from the Environmental Department annually.

3.3 UNAUTHORIZED WASTE RESPONSE AND REPORTING PROCEDURES

If a suspicious or questionable material is spotted on the tipping floor, working face, or during the process of unloading:

- Employees will clear the area and immediately notify the supervisor or designated responder.
- Employees are not to move or otherwise handle wastes suspected to be hazardous without the instruction of the supervisor.

- Supervisors will assess the situation and call for help as needed. General contact information for suspicious/questionable or unauthorized waste incidents may be found in Appendix A of this plan. Specific emergency contact information is maintained on SPSA's EMS website and is posted at each facility.
- Employees will be given appropriate personal protective equipment as necessary.
- In non-emergency situations where the waste generator/transporter can be identified, the generator/transporter is contacted to remove the waste.
- Waste not authorized to be treated, disposed of, or transferred at the facility shall be safely segregated and adequately secured and contained to prevent leakage or contamination of the environment.
- If generator/transporter cannot be identified, SPSA ensures that hazardous waste, regulated medical wastes, or otherwise prohibited waste, are properly removed and disposed of in accordance with all applicable requirements as soon as practicable, but no more than 90 days after discovery. Removal will be by a person authorized to transport such waste to a waste management facility approved to receive it for treatment, disposal or transfer.
- Detailed response and documentation procedures for responding to Unauthorized Waste incidents may be found in Appendix B.
- Guidance for recognizing and responding to suspicious and/or unauthorized waste may be found in Appendix C and Appendix D.

3.4 APPROVAL PROCESS FOR SPECIAL/INDUSTRIAL WASTE

3.4.1 Special/Industrial Wastes

Special/industrial wastes require prior SPSA approval before being accepted for disposal at the Regional Landfill. Special/industrial wastes are not accepted at SPSA facilities besides the Regional Landfill. Certain special/industrial wastes may require approval from VDEQ as well prior to disposal.

SPSA has implemented an application and screening process to ensure special/industrial wastes meet established disposal criteria, which are approved for disposal on a case-by-case basis. Generators of industrial waste are required to obtain prior approval from SPSA's Landfill Manager and Environmental Manager before disposing of waste at the Regional Landfill. Generators must submit an application for disposal and certify that their waste is not hazardous. Applicants may also submit documentation to demonstrate the characteristics (hazardous and non-hazardous) of their wastes. This documentation may include material safety data sheets for the material or reports of analysis of the waste. Parameters that are analyzed include at minimum TPH, BTEX, TCLP metals, TOX, ignitability, corrosiveness, reactivity, and moisture (paint filter test). Additional analyses may be required depending on the nature of the waste. A copy of an application for special/industrial waste disposal may be found in Appendix F.

Approval for the disposal of a special/industrial waste is valid for the year, and special conditions may apply, i.e., periodic sampling and testing throughout the approval period. SPSA's Landfill Manager/Environmental Manager and scale attendants maintain a list of approved special/industrial waste disposers. Special/industrial waste loads are subject to random inspection in accordance with that described below. Criteria for the acceptance of special/industrial wastes may be found in Appendix G.

3.5 WASTE LOAD INSPECTION PROGRAM

3.5.1 Random Waste Inspections

SPSA's Random Waste Inspection Program serves as another line of defense against the disposal of unauthorized wastes at SPSA's facilities. SPSA's Environmental Department staff and other trained employees perform random inspections of incoming waste loads according to the following protocol. In addition, procedures for performing random waste inspections are outlined in SPSA's EMS SOP 11.2. In accordance with Virginia's regulatory requirements, random inspections are performed on a minimum of one percent of the commercial waste loads entering the Regional Landfill. Random waste loads are inspected when they are deposited at the transfer stations and the Regional Landfill on a regular frequency to meet the one percent minimum.

A. Procedures

Random commercial/residential/etc. loads are directed to discharge waste in an area designated for waste screening, where a front-end loader spreads out the waste. Environmental Department staff or trained SPSA personnel, wearing the appropriate personal protective equipment, screen the waste to determine if it contains unauthorized waste and/or improperly disposed waste materials.

B. Unauthorized Waste Management Procedures

Unauthorized wastes and/or improperly disposed wastes are handled in the following manner:

1. Batteries, compressed gas cylinders, aerosol cans, household cleaners, automotive fluids, pesticides, white good/refrigerant-containing appliances, electronic waste, paint, paint-related materials, and other chemicals are removed from the waste stream and recycled through private contractors.

2. Tires are isolated from the waste stream and hauled to the Tire Processing Facility located at the Regional Landfill where they are shredded and utilized as alternative daily cover on the working face.

3. Unapproved industrial/special wastes (contaminated soil, sandblast, etc.) are rejected and the generator notified of SPSA's Special Waste Application process.

4. Suspect regulated medical wastes, hazardous wastes, and other unauthorized wastes are segregated and removed by reloading onto the hauler's truck, if still onsite, for return to the generator or removal at the generators' expense. If necessary, a hazardous waste contractor is called to remove dispose of the suspect waste in a proper manner and the waste hauler or generator (if identified) is billed for the cost of disposal.

C. Records

A Load Checking Inspection Report (EMS Form 29, a copy of the Load Checking Inspection Form may be found in Appendix H) is completed for each waste load inspected, copies of which are maintained at the respective facility. These records are retained for a minimum of three years and are available for inspection by SPSA Environmental Department staff and the VDEQ. Any unauthorized waste identified during load inspections is logged on the facility's current UAW Short Form.

If a random waste inspection reveals regulated medical waste, hazardous waste that poses an immediate risk to human or environmental health, or a spill/release of hazardous waste, the staff member conducting the random waste inspection should notify their Supervisor and the Environmental Department immediately. An Environmental Incident Report (EMS Form 34) should be completed by the Environmental Department with assistance from operational staff. A description of the waste inspection incident and any details surrounding the incident should be submitted via the DEQ's Pollution Response Program (PReP), followed by a five-day letter within five working days. In most cases, photographs are taken of the unauthorized waste and kept on file with the inspection report. Upon request, the waste hauler associated with the incident may be sent a copy of the Environmental Incident Report.

Repeat hazardous waste generators may be suspended from utilizing SPSA facilities until the problem is resolved.

3.5.2 Routine Waste Load Inspections

Operational personnel at all SPSA waste management facilities are trained to screen every incoming waste load for unauthorized waste materials. SPSA has the right to reject any waste not meeting SPSA's acceptance criteria. Employees remain on alert for containers bearing hazardous waste symbols and waste items emitting strong odors, smoke or reacting with surrounding materials. In the event that an unauthorized or suspect waste is discovered at any facility, employees follow the Unauthorized Waste Response and Reporting Procedures described in Section 3.3 of this plan. The procedures for performing routine waste load inspections are also outlined in SPSA SOP 1.9: Routine Waste Load Inspections.

3.6 ALTERNATIVE WASTE COLLECTION PROGRAMS

SPSA's Household Hazardous Waste Collection program was established to remove exempt hazardous waste materials from its waste stream. Residents (no commercial customers) are encouraged to bring waste items such as pesticides, waste oil, latex paint, pool chemicals, etc., to one of SPSA's Household Hazardous Waste (HHW) Collection Facilities that are strategically located throughout the service area. Table 1 shows the locations of these facilities. These wastes are handled and bulked by SPSA's Environmental Technicians and packaged and transported for disposal by SPSA's hazardous waste disposal contractors. This service is offered to residents free of charge up to twelve times per year per resident. Residents can obtain information about the HHW program by accessing SPSA's web page at www.spsa.com.

Table 1

SPSA Household Hazardous Waste Facility Schedule

Facility Name	Location	Days Operated	Hours of Operation
Regional Landfill	1 Bob Foeller Drive Suffolk, VA	Monday through Friday Saturday	8 AM to 4 PM 8 AM to 12 PM
Chesapeake TS	901 Hollowell Lane Chesapeake, VA	Third Saturday and first Wednesday monthly	9 AM to 12 PM
Franklin TS	30521 General Thomas Highway, Franklin, VA	The last Thursday of each quarter (Jan, Apr, Jul, Oct)	9 AM to 12 PM
Norfolk TS	3136 Woodland Avenue Norfolk, VA	Tuesday and Saturdays	12 PM to 4 PM
Mobile Event	Portsmouth, VA	As Requested	As Requested

Other Special HHW Collection Events may be held at individual city requests.

4.0 UNAUTHORIZED WASTE LISTS

4.1 UNAUTHORIZED WASTE FOR ALL SPSA FACILITIES

The following waste types are unacceptable at all SPSA facilities, including the Regional Landfill.

- Appliances with freon or other environmentally hazardous refrigerants
- Hazardous wastes
- Large animal carcasses
- Liquids
- Slaughterhouse waste
- Unapproved industrial process waste
- Cable, wire, rope, etc. over six feet in length
- Rigid items over six feet in length (i.e.: pipe, timber, metal stock, construction materials, etc.)
- Closed drums
- Unapproved loads of paint cans
- Unapproved loads of drums
- Materials containing friable asbestos
- PCB wastes
- Regulated medical wastes
- Lead Acid Batteries

For a full list of unacceptable materials at the Regional Landfill consult the Landfill Operations Plan.

4.2 UNAUTHORIZED WASTE AT SPSA'S TRANSFER STATIONS

The following waste types are unacceptable at SPSA's Transfer Stations, but ***may*** be accepted at the Regional Landfill, some requiring prior approval:

- Animal carcasses
- Dust (i.e.: sawdust, sanding dust)
- Industrial process waste (i.e.: ash, contaminated soil, process residue)
- Large tree trunks and stumps
- Heavy construction rubble (i.e.: large broken concrete, solid loads of earth, sand or gravel, timbers in excess of 4x4 and/or over six feet in length, re-bar and structural steel over six feet in length)
- Automotive tires over four per load
- Earthmover and agricultural equipment tires
- Loads of paint cans
- Loads of drums

APPENDIX A Suspicious/Unauthorized Waste Contact List

General contact information for suspicious or Unauthorized Waste incidents is provided below. Specific emergency contact information with names and cell phone numbers is posted at each facility and is also maintained on SPSA's Intranet.

In case of emergency, DIAL 911!

SPSA Facility Contact Numbers:

Name	Job Title	Ext.	Office Number	Cell Number
Adele Pelzel	Human Resources Administrator	328	757-961-3419	757-266-2103
Andre Parker	Transfer Station Manager, CTS Supervisor	528	757-961-3942	757-438-6616
Angie Sheppard	Accounting Specialist	335	757-961-3459	
Ann Carpenter	Senior Accountant	333	757-961-3463	
Angie Hutchins	Management Analyst	412	757-961-3562	757-274-9056
Blanche Christian	Fleet Support Specialist	413	757-961-3424	
Brian Ogle	NTS, OTS Supervisor	530	757-961-3980	757-417-5387
CTS Scalehouse	Chesapeake Scalehouse	529	757-961-3943	
Darryl Durham	FTS/IWTS Supervisor	517	757-961-3669	757-417-5365
Dawn Barker	Storeroom Keeper (OPC)	416	757-961-3579	
Deborah White	Executive Assistant	326	757-961-3402	
Dennis Bagley	Executive Director	325	757-961-3487	757-295-6990
Diane Grozich	Landfill and Environmental Support Specialist	513	757-961-3481	
FTS Scalehouse	Franklin Scalehouse	527	757-961-3882	757-449-6356
George Cauley	Tire Shredder Supervisor	516	757-961-3668	757-449-6353
Grace Roquemore	Environmental Manager	518	757-961-3674	757-417-5251
Henry Strickland	Director of Operations	510	757-961-3582	757-374-4548
IT Help Desk Virtual		399	757-9040478	757-323-3255
IWTS Scalehouse	Isle of Wight Scalehouse	526	757-961-3874	757-323-3255
Jace Morris	Landfill Engineering Technician			757-879-7326
Cam Smith	Human Resources Manager	401	757-937-1271	757-418-3387
Lee Hobbs	Fleet Manager	424	757-961-3568	757-630-3837
Lena Kelly	IT Applications Specialist	340	757-524-4338	757-879-9607
LTS HEO	Landstown	522	757-961-3868	
LTS Scalehouse	Landstown Scalehouse	534	757-961-3986	

LTS Outbound Scalehouse	Landstown Outbound Scalehouse	523	757-961-3754	
Mark Phelps	Landfill Supervisor			757-319-3245
Marshall Tatem	Transportation Manager	419	757-961-4019	757-837-7908
Michael Debroux	STS Supervisor	514	757-961-3627	757-449-6357
Michael Ponds	Safety and Risk Manager	417	757-961-3697	757-418-0557
Mike Kelley	Landfill Manager	520	757-961-3583	757-449-5351
Norm Strickland	Heavy Equipment Manager	512	757-961-3572	757-449-1830
NTS HEO	Norfolk	532	757-961-3978	
NTS Scalehouse	Norfolk Scalehouse	531	757-961-3981	
NTS Outbound Scalehouse	Norfolk Outbound Scalehouse	525	757-961-4085	
OPS Mechanics			757-417-5250	
OTS Scalehouse	Oceana Scalehouse	536	757-961-4054	
(position open)	Environmental Specialist			757-719-2231
Randy Roberts	Environmental Coordinator	515	757-961-3651	757-418-0510
Rebecca Hartley	Scale Attendant Supervisor	418	757-961-3712	757-407-8597
ROB Reception		301		
Rob Romano	IT Manager	321	757-961-3445	757-477-7086
Roland Robinson	LTS Supervisor	533	757-961-3985	757-449-6355
Sandy Schreiber	Director of Finance	330	757-961-4073	757-377-0487
SLF Mechanics		521	757-961-3597	757-328-7248
SLF Scalehouse	Suffolk Scalehouse	519	757-961-3683	
Tressa Preston	Director of Administration	327	757-961-3486	404-661-4069
Weather Hotline	Inclement Weather Updates	598		
City of Chesapeake			757-382-2489	
City of Franklin			757-562-8564	
City of Norfolk			757-441-5813	
City of Portsmouth			757-393-8666	
City of Suffolk			757-514-7630	
City of Virginia Beach			757-385-4650	
Virginia Beach Landfill			757-385-1980	

Designated Responders- SPSA Environmental (757) 417-5251
Department of Environmental Quality- Tidewater Regional Office: (757) 518-2000

APPENDIX B Suspicious/Unauthorized Waste Response Procedures

1. Immediately clear area of all SPSA employees, customers and citizens.

2. Do **NOT** attempt to move or handle suspicious/unauthorized waste without the instruction of the facility's Supervisor or another emergency response staff member.

3. Notify the Supervisor of presence of suspicious/unauthorized waste.

4. The Supervisor will assess situation and follow the below procedures:

5. If necessary, the Supervisor will:

   a. Call ***911*** if there is an immediate threat to human health or the environment.

   b. Distribute appropriate personal protective equipment to employees.

   c. Contact the Environmental Department at 757-417-5251 (cellular) for all incidents.

   d. Retain waste hauler if still present on site.

6. Notify the Supervisor immediately if you experience any of the following:

   a. Dizziness or nausea

   b. Burning itching of your eyes, skin, nose or throat

   c. Shortness of breath

   d. Other signs of illness

7. Follow the instructions of the Fire Department or Designated Responder. SPSA's contracted hazardous waste responder, HEPACO, may be called in for waste disposal or hazardous waste cleanup. Contact the Safety Department at 757-418-0557 (cellular) immediately if any employee or other individual is suspected of exposure to unauthorized waste.

8. All unauthorized waste incidents shall be documented as follows:

   Complete *UAW Short Form*

   - Non-hazardous UAW found in a commercial load while tipping - Load back on delivering truck – Document on UAW Short Form (EMS Form 32 A & 32 B)
   - Non-hazardous UAW found on tipping floor or in working face/surrounding area with no identifiable responsible party – Deliver to appropriate disposal area (Tire Processing Facility, Household Hazardous Waste Collection Facility, etc.), render material authorized

(cut to <6', open drums at both ends and crush, etc.), or request Environmental Staff assistance when necessary - Document on UAW Short Form

Some examples of unauthorized but potentially non-hazardous items include tires, empty drums, white goods with refrigerant, containers of liquid, items larger than 6' in any direction, unapproved loads of paint cans, unapproved industrial wastes, etc.

9. **SPSA's Environmental Department staff are to be notified immediately when an unauthorized waste incident involves hazardous or regulated medical waste.** Specifically, call the Environmental Manager or Environmental Coordinator if you encounter:

   - Potentially hazardous waste or regulated medical waste while tipping (Leave waste in place, hold hauler.)
   - Potentially hazardous waste or regulated medical waste is found on the tipping floor, in working face or in surrounding areas (Leave waste in place.)
   - Any other scenario in which improper disposal of waste has occurred.

10. SPSA's Environmental Staff will complete an Environmental Incident Report (EMS Form 34) for each hazardous or regulated medical waste incident and submit necessary notification to the Virginia Department of Environmental Quality (VDEQ).

11. VDEQ must be notified verbally (or via PReP report or email) as soon as possible but not later than 24 hours of hazardous unauthorized waste being discovered at the facility. A written report that includes a description of the event, the cause of the event (if known), the time and date of the event, and actions taken to respond to the event will be submitted to VDEQ within five days of hazardous unauthorized waste being discovered at the facility.

UAW SHORT FORM FOR LDF

SPSA WASTE SOLUTIONS

Unauthorized Waste Activity Log

UAW Short Form

Transfer Stations

Date	Waste Description	Hauler	Truck #	Generator	Actions Taken

UNACCEPTABLE WASTE AT SPSA TRANSFER STATIONS AND RDF PLANT

1. Appliances with freon
2. Hazardous wastes
3. Animal carcasses
4. Liquids
5. Slaughterhouse waste
6. Dust
7. Tires over 4 per load from residents
8. Industrial process waste
9. Cable, wire, rope, etc. over 6' in length
10. Rigid items over 6' in length (i.e.: pipe, timber, metal stock, construction materials, etc.)
11. Closed drums
12. Large Tree Trunks & Stumps
13. Commercially generated Tires
14. Loads of paint cans (six or more)
15. Loads of drums (six or more)
16. Materials containing friable asbestos
17. PCB wastes
18. Regulated medical wastes
19. Heavy construction debris

SPSA EMS Form 32A UAW Short Form Transfer Stations RDF
Last Revised 5/04/06

UAW SHORT FORM FOR Transfer Stations

Date	Waste Description	Hauler	Truck #	Generator	Actions Taken

UNACCEPTABLE WASTE AT SPSA TRANSFER STATIONS AND RDF PLANT

1. Appliances with freon
2. Hazardous wastes
3. Animal carcasses
4. Liquids
5. Slaughterhouse waste
6. Dust
7. Tires over 4 per load from residents
8. Industrial process waste
9. Cable, wire, rope, etc. over 6' in length
10. Rigid items over 6' in length (i.e.: pipe, timber, metal stock, construction materials, etc.)
11. Closed drums
12. Large Tree Trunks & Stumps
13. Commercially generated Tires
14. Loads of paint cans (six or more)
15. Loads of drums (six or more)
16. Materials containing friable asbestos
17. PCB wastes
18. Regulated medical wastes
19. Heavy construction debris

SPSA EMS Form 32A UAW Short Form Transfer Stations RDF
Last Revised 5/04/06

Environmental Incident Report

Date: _____ Time: _____ Hauler: _____

Facility: _____ Completed by: _____

Waste Generator: _____

Address: _____

City/State: _____ Zip: _____

Phone: _____ Fax: _____

Contact: _____ Title: _____

Incident Type: (Check all that apply)

- ☐ Hazardous Waste
- ☐ Spill/release
- ☐ Prohibited Waste
- ☐ Regulated Medical Waste
- ☐ Other: _____

Description: (Include waste type, location, quantities involved, etc. Attach photos when applicable.)

_____

_____

_____

Actions Taken (Include location of final disposition):

_____

_____

_____

_____

If incident was reported to VDEQ, enter assigned IR# here: _____

Follow-up Actions Required: If none, check here. ☐ None required.

_____

_____

_____

_____

Completed by:

_____ _____

Signature Date

EMS Form 34-Environmental Incident Report

Printed versions of EMS forms are uncontrolled. Check EMS website for latest revision before completing.

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APPENDIX C Recognizing Suspicious/Unauthorized Waste

1. Remain aware of all incoming loads.
2. Remain alert to any smoke, unusual odor, fumes or vapors emitting from a load of solid waste.
3. Remain alert for materials labeled with hazard warnings. This may be a picture, symbol or warning word.
4. Remain alert for materials disposed of in red medical waste bags.
5. Report all suspicious or unauthorized waste to your supervisor.

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APPENDIX D Recognizing and Responding to Regulated Medical Waste

SPSA employees should always be aware of the risks associated with solid waste management. Despite efforts to avoid accepting regulated medical waste at SPSA's facilities, it is still possible that you may encounter regulated medical wastes (RMW) among other solid wastes in the performance of your duties. Additionally, some wastes that appear to be RMW may not meet regulatory definition of RMW and are, therefore, acceptable for disposal at SPSA's facilities. It is important that you be able to recognize RMW and also be familiar with the procedures to follow should you encounter them at any SPSA facility.

The following guidelines have been developed for your health and safety and should be followed whenever RMW is suspected at a SPSA's facility. To implement these procedures, a clear understanding of the definition of RMW is needed. Virginia's RMW Regulations (9 VAC 120-140 et seq.) define RMW as those wastes that fall into one of the following categories.

D.1 Regulated Medical Waste Definitions

A. Cultures and stock of microorganisms and biologicals including:

   1. Pathogenic discarded cultures, stocks, specimens, vaccines and associated items. To be pathogenic means being capable of causing disease to healthy humans.

   2. Discarded etiologic agents (used to detect disease) are regulated medical wastes. Wastes from the production of biologicals and antibiotics likely to have been contaminated by organisms likely to be pathogenic to healthy humans are regulated medical wastes.

B. Blood and blood products, including:

   1. Wastes consisting of human blood products (includes serum, plasma, etc.) and items contaminated by human blood.

   2. Materials that are visibly saturated with blood and blood products, i.e., gauze, bandages, linens, etc., that are not adequately absorbed.

C. Tissues and other anatomical wastes, including all human anatomical wastes and all wastes that are human tissues, organs, body parts, or body fluids.

D. Sharps likely to be contaminated with organisms that are pathogenic to healthy humans including:

   1. Those used in patient care or veterinary practice and syringes without needles.

2. Other "potentially sharp" items likely to be contaminated with pathogenic organisms and have sharp edges (i.e., scissors, scalpels, lances, etc.).

E. Animal carcasses, body parts, bedding and related wastes that have been intentionally infected with organisms likely to be pathogenic to healthy humans for the purposes of research, in vivo (living organisms) testing, production of biological materials, or any other reason.

F. Any residue or contaminated soil, water, or other debris resulting from the cleanup of a spill of any regulated medical waste.

G. Any solid waste contaminated by or mixed with regulated medical waste.

H. Any waste material that is suspected by a health care professional of being capable of producing infectious diseases in humans and/or is contaminated with any type of bodily fluid or excrement.

2. Items Excluded from Regulation

A. Used products for personal hygiene, such as diapers, facial tissues, or sanitary napkins.

B. Materials (excluding sharps), containing small amounts of blood or body fluids, but containing no free flowing or unabsorbed liquid.

3. Important Information

The disposal of some medical wastes is governed by state regulations, while other medical wastes are excluded or exempt from the regulations. The applicability of the regulations does not determine the level of risks. All medical waste should be handled with extreme caution! Contact with regulated medical wastes should be avoided whenever possible, but in the waste business, we can realistically only minimize the risks through awareness, training, and the proper utilization of personal protective equipment (PPE). The acronym CARE serves as a reminder to use extreme care when suspected medical waste is encountered.

- **C -** Be **cautious** when handling any and all wastes.
- **A -** Be **aware** of the risks associated with waste exposure.
- **R -** Be **reasonable** and use common sense in handling waste. Don't scavenge, don't panic.
- **E –** Be **educated** about how to identify regulated medical waste and how to respond appropriately.

4. Response Procedures

If regulated medical waste is discovered or suspected at any SPSA facility, the following actions should be taken.

A. The facility supervisor or designated person-in-charge (PIC) should isolate the offending waste from human contact. It is preferred that the suspect waste remain where it was ejected; however, if this is not possible, heavy equipment can be used to push the waste to an area of the facility where it is out of the way of traffic.

B. The supervisor should monitor the suspect waste to ensure human contact with the waste is prohibited.

C. The facility supervisor or PIC should gather as much information as possible regarding the disposal of suspected regulated medical waste. This should include:

- The date, time and location of the incident.
- The waste transporter, truck number, box number.
- The waste generator's name.
- Any other relevant information.

D. The facility supervisor or PIC should contact the Environmental Department. The contact numbers are as follows:

Name	Office Number	Cell Phone Number
Grace Roquemore	(757) 961-3674	(757) 417-5251
Randy Roberts	(757) 961-3651	(757) 418-0510

E. Environmental Staff will determine if the suspect waste is an RMW. If he or she confirms that the waste is RMW, the following actions will be taken:

- The Environmental Staff member will collect the vital incident information from the facility supervisor.
- The Environmental Staff member will notify VDEQ and begin the process of having the waste properly removed. If the waste generator can be positively identified, he/she will attempt to contact the responsible party, preferably a supervisor.
- If the waste generator is licensed to transport regulated medical waste and if authorized by VDEQ, the generator will be allowed to remove the waste.

- If the waste generator is not licensed to transport regulated medical waste, a licensed medical waste contractor will be called in to remove the waste and the generator will may billed for the cost of disposal, if identified. SPSA is contracted with HEPACO for on-call hazardous waste response, including regulated medical waste incidents.

- SPSA personnel should not assist in the cleanup and removal of RMW; however, SPSA equipment (loaders, et al.) may be used to load the waste into a vehicle that is licensed to transport RMW.

- Equipment that comes into contact with RMW should be immediately decontaminated using household bleach. This can be accomplished by thoroughly applying bleach to the affected areas, allowing it to stand for at least one minute, then hosing off. This procedure should be applied to all surfaces that come in contact with the RMW. All facility supervisors should ensure that at least 10 gallons of household bleach is on hand at all times.

- The facility supervisor and Environmental Manager should monitor the situation to assure that all RMW wastes are properly and thoroughly removed. The VDEQ will be notified when all RMW wastes have removed from the site and the situation has been resolved.

- The Environmental Department is responsible for completing all necessary reports that VDEQ requires. Facility supervisors will assist as needed to perform this task.

- Records of incidents involving RMW should be maintained and filed with the Environmental Department for a period of three years.

APPENDIX E Supervisor/Designated Responder Training Curriculum

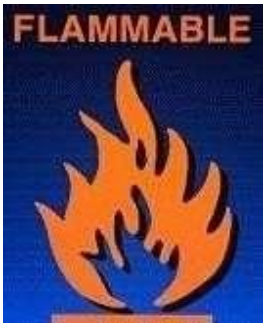
The Southeastern Public Service Authority has provided this training program to help you as supervisors/designated responders, identify and address potential waste hazards in the workplace. It is not designed to train you to be hazardous waste handlers but to be familiar with the basic types of hazardous wastes, how they can be identified, and the safe working practices and procedures to be followed should a potential hazardous waste be identified.

Supervisors/designated responders at the transfer stations and Regional Landfill must be able to identify potential hazardous waste, assess the situation to determine what is involved and know the proper procedures to be followed in addressing the situation. Hazardous materials possess one or more of the following properties:

- Fire hazard or ignitable
- Reactive hazard
- Pressure hazard
- Corrosive hazard
- Toxicity hazard

These hazards are discussed in further detail below.

E.1 Flammable Materials



The properties that make flammable substances hazardous include:

- They are easily ignited
- They are often heavier than air resulting in slower dissipation and increasing the chance of ignition
- Gas-air or vapor mixtures can explode violently

Flammable materials may be in the forms of gases and aerosols, and flammable and combustible liquids. Materials labeled "flammable" pose a severe fire hazard while materials labeled

"combustible" poses a moderate fire hazard. Propane is an example of an extremely flammable gas. Discarded gasoline is one of the more common flammable liquids found in the waste stream on a regular basis. Flammable materials are identified by their Department of Transportation (DOT) labels and by their product labels.

An additional fire hazard is found in the form of oxidizers: Oxidizers are chemicals that contain oxygen in a form that is easily released. Oxidizers can release this concentrated oxygen if heated or mixed with other materials. This can cause spontaneous fires or even explosions. The risk of oxygen gas cylinders is increased by high pressure. Oxygen, like most oxidizers, does not itself burn. However, it significantly increases the ease of ignition of other materials and the speed with which they burn. In a fire driven by pure oxygen, almost anything--including steel-- will burn. Oxidizers must be kept away from combustible and flammable materials.

There are many materials that possess the ability to start a fire. As such, the source of a fire must first be determined before any attempt is made to extinguish it. Water should not be used to extinguish chemical fires for it might spread the fire or react with the material, increasing the danger. Familiarize yourself with your fire response plan, the location of fire extinguishers in your area of responsibility and with their proper use, as you have been trained.

E.2 Reactive Materials

Reactive materials possess the second type of hazardous characteristic. Reactivity is the tendency of a substance to react with itself, air, or water in a violent or hazardous manner. Although reactive chemicals are rare outside of the laboratory, they may still be encountered in the waste-stream. Reactive materials include:

- Explosives
- Pyrophoric chemicals (ignite on contact with air)
- Peroxide-forming compounds (ether)
- Materials that ignite or emit flammable or poisonous gases upon contact with water

E.3 Pressure Hazards

Materials posing a pressure hazard possess the third hazardous characteristic. Pressure in gas cylinders may be as high as several thousand pounds per square inch. A broken valve or ruptured

cylinder can cause the cylinder to rocket under the force of this pressure. In addition, compressed gases may pose other physical or health hazards; the nature of these will depend on the particular gas. Gas cylinders must be handled carefully when removing them from the waste stream.

E.4 Corrosive and Toxic Materials

Corrosive and toxic materials possess the fourth and fifth hazardous property respectively. The DOT corrosive label is required on the outer shipping container of most corrosives such as hydrochloric acid. Any item marked with this label is capable of causing serious chemical burns. Statements such as **"Danger! Causes severe burns"** alerts you to the fact that you are dealing with a corrosive. Toxic materials are those substances with potential to cause damage to human tissues and/or systems if they gain entry into the body. Health hazards of toxic materials are a determined by the chemical itself and by the way in which it is used.

Regardless of the toxicity of a chemical or material, it can harm us only if it can get on or into our bodies. Health hazards of toxic materials may be local, meaning they act only at the point of contact, or they can be systemic causing damage to the inner systems of the body.

Local effects of toxic substances include skin irritation and tissue corrosion. Irritation occurs when a chemical damages the outer layers of the skin. Although this damage is usually less severe than that of tissue corrosion, severe chemical irritation can be painful and also result in significant skin rash, blisters or other blemishes. These may be similar to the symptoms produced from contact with poison ivy. Some chemical irritations have an allergic basis so that different people will respond very differently to the same exposure. Most solvents, oils and petroleum products can cause skin irritation if contact is prolonged and repeated. Some polyurethane paints can cause severe irritation after short exposures. Paint removers containing muriatic and cresylic acid are examples of corrosive materials that actually dissolve and destroy human tissue.

The systemic effects of toxic materials can be divided into two categories—acute and chronic. Acute effects occur shortly after exposure to a chemical and can vary from minor irritation to sudden death. Chronic effects are those causing serious health problems after a delay of months or years. Examples of these chronic effects are the nervous system damage produced by mercury and its compounds and asbestos manifesting itself in lung cancer.

E.5 Identifying Toxic Substances

It is not possible to describe all toxic effects of every chemical, however, some general information concerning toxic materials is provided. Firstly, the DOT poison label is required on the shipping containers of very poisonous materials. Secondly, there is a pattern to the words used for the toxic warning statements on chemical labels. The labels can contain any or all of the following ***"signal"*** words:

- Caution
- Warning
- Danger

The toxic hazard is least for materials marked ***"Caution"***, higher for material marked ***"Warning,"*** and greatest for those marked ***"Danger."*** Labels of moderately toxic materials that may read, ***"Caution--Harmful if swallowed,"*** while extremely toxic materials have more emphatic admonitions such as, ***"Warning—Harmful or fatal if swallowed or inhaled."***

E.6 Routes of Exposure

As previously mentioned, materials cannot exert toxic effects unless they are absorbed into the body. There are three routes of entry through which toxic substances gain access to the body that include:

- Ingestion
- Inhalation
- Skin contact and absorption

Caution and common sense will help avoid exposure to chemicals. Hand washing is the best defense against the ingestion of chemicals. Therefore, it is essential to wash one's hands after working with toxic materials and **always** before eating or smoking. Chemicals can be introduced directly into the bloodstream through contamination of wounds. Open cuts and broken skin should therefore be covered and protected when working. This highlights the necessity of wearing

appropriate protective equipment when handling potentially hazardous materials. At minimum, protective gloves, goggles and boots should be worn. Additionally, the absence of chemical odor does not indicate the level of toxicity of a material in question. Some materials emit toxic vapors without any indication of an odor that are inhaled nevertheless.

E.7 First Aid for Toxic Exposure

First aid for Toxic Exposure includes but is not limited to the following:

- Seek fresh air for vapor exposure.
- For skin exposure, flush with water (All employees should be familiar with the location of the eye wash and other wash facilities in their work area.)
- Seek medical attention immediately.
- Call ***911*** if loss of consciousness, severe wheezing or other serious symptoms occurs.

E.8 Additional Waste Hazards

In addition to the hazards described above, employees may encounter waste materials posing the risk of infection if improperly handled. Although regulated medical waste is not accepted at SPSA facilities, materials such as needles and other items containing blood borne pathogens routinely end up in the waste stream. Whether or not such material is regulated by a government authority has no impact on its ability to transmit infections or disease. Therefore, ***extreme caution*** must be exercised in the handling of solid waste. In fact, employees should avoid handling solid waste as much as possible. Institutional infectious wastes are easily identified by the special bags are used for their disposal. Infectious waste must be appropriately treated and rendered innocuous before. Untreated infectious waste in red bags is not acceptable. However, this does not preclude individuals from disposing of infectious waste in their household trash. It should therefore be assumed that all solid waste potentially contains infectious waste materials.

There are other waste materials whose presence is rare in solid waste but require precautions nonetheless. These include explosives and radioactive materials, which are recognized by their respective warning symbols. Only trained personnel should move these wastes.

E.9 Responding to Potentially Hazardous Waste

As supervisors/designated responders, you will be called upon to make investigations concerning waste received. Employees will look to you for guidance when a questionable material is spotted. When called upon in this manner, your role is to assess the situation and gather information. You are not expected to personally handle potentially hazardous waste. Instead, your role is to identify potentially hazardous materials, minimize risk of exposure to employees and citizens, and to contact the appropriate response personnel.

Never approach a suspicious material without proper personal protective equipment. If it can be determined that the suspect waste is not hazardous without handling it, normal operations can resume. However, if there is any uncertainty about the nature of the suspect material, implement established response procedures.

APPENDIX F Application for Disposal of Special Waste

Date:_____
Applicant's Name: _____
Address: _____
City/State/Zip Code: _____
Contact Name: _____ Title: _____
Phone: _____ Email: _____

Is applicant the waste generator? Yes ☐ No ☐ If no, provide name, address, and contact for the waste generator below:

Generator's Name: _____ Address: _____
Contact:_____Phone: _____

Description of Special Waste

Identify waste (include chemical names if applicable): _____

_____

Origin of Waste (Address): _____
Source of Waste (Describe process): _____

_____

Frequency of Disposal (Circle one): One-time Ongoing

If ongoing, how often? (Circle one): Daily Weekly Monthly Quarterly Other

Transporter Name: _____
Transporter Contact:_____
Phone: _____

Please note the following waste acceptance criteria:

1. Special wastes are accepted for disposal at **SPSA's Regional Landfill** only.
2. Hazardous waste, regulated medical waste, PCB waste and other unauthorized waste are **not** accepted for disposal at any SPSA facility.
3. Special waste may require prior approval from the Department of Environmental Quality.
4. If required, reports of analysis of the waste material must accompany this application.
5. SPSA reserves the right to reject any waste not meeting its criteria for acceptance.
6. Knowingly disposing of hazardous or regulated waste in an improper manner is illegal and is punishable by fines or imprisonment.

I have read and understood the above waste acceptance criteria and I hereby certify that the waste covered by this application is not a hazardous waste, regulated medical waste, or an otherwise unauthorized waste.

Applicant Typed or Printed Name: _____

Applicant Signature: _____ Date: _____

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APPENDIX G Special/Industrial Waste Acceptance Criteria

SPSA closely monitors the types and amount of special/industrial waste disposed of at the Regional Landfill. The following criteria are used to determine the acceptability of special/industrial waste at the landfill. However, if it is determined by Landfill or Environmental Staff that it is not at the best interest of SPSA to accept the waste, the application for disposal may be denied.

1. General Levels of Acceptability

A. TCLP (metals only)

- Arsenic 5.0 ppm
- Barium 100.0 ppm
- Cadmium 1.0 ppm
- Chromium 5.0 ppm
- Lead 5.0 ppm
- Mercury 0.2 ppm
- Selenium 1.0 ppm

B. Corrosivity

- pH between 2 and 12.5

C. Ignitability

- Flashpoint not less than 140 degrees

D. Reactivity

- Sulfide- no greater than 500 milligrams per kilogram
- Cyanide- no greater than 250 milligrams per kilogram

E. Paint Filter Test

- Negative result required to be deemed acceptable.

2. Acceptance Criteria for Specific Wastes

A. Auto Shredder Fluff

- Analysis for TCLP metals
- Analysis for PCBs

B. Empty Containers

1. Paint Cans (Unless disposed of at a SPSA HHW Facility – Residents Only)

- Lids removed
- No free liquid

- Less than one inch dried residue

2. Drums

- **Steel drums** must be empty, ends removed, and crushed. The crushed drums must no longer be capable of storing liquids or solids.
- **Plastic drums** must be empty, have the ends cut out, and cut in quarters. Alternative means of cutting plastic drums may be evaluated on a case by case basis. All cutting methods must result in each drum being clearly identifiable as empty and no longer capable of holding liquids or solids.

3. Gas Cylinders (ALL)
Must be delivered to a SPSA HHW Facility – Residents Only

- Empty
- Valve removed
- Threads damaged to render non-useable

4. Aerosol Cans

- Empty
- Container punctured

5. Kegs

- No beverage kegs are accepted at SPSA facilities

C. Incinerator Ash

- Medical Waste—Analysis for TCLP metals

3. <u>Oily rags or other material contaminated with used oil</u>

- No free liquid
- If incinerated—Total metals for arsenic, cadmium, chromium and lead, PCBs, Total Halogens and Flash point

4. <u>Paint Waste (dried)</u>

- Latex
- MSDS
- Oil
- TCLP metals

5. Pesticide Containers

- Contact SPSA Environmental Department for acceptance procedures.

6. Petroleum Contaminated Soil and other Soils

Unless determined by Environmental Staff to be "Clean Fill", these requirements apply to ALL soils entering the Regional Landfill.

- SPSA may accept soil containing up to 500 ppm TPH, 10 ppm BTEX and 100 ppm TOX. Analyses will be required in compliance with the Soil Contaminated with Petroleum Products Guidelines set by the Virginia Department of Environmental Quality. SPSA Environmental Staff may require additional testing depending upon the origin of the soil. A site visit may be necessary to determine the acceptability for disposal.

7. Sandblast

- TCLP metals

8. Treated Wood

- Weathered only - no analysis required

9. Used Oil Filters

- Non-tern plated and gravity hot drained, no analysis required

10. Water Treatment Sludge

- Municipal WWT Sludge
- Full TCLP
- Paint filter test
- TOX

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APPENDIX H Load Checking Inspection Form

Date: _____ Time: _____ Facility: _____

Hauler: _____

Truck #: _____ Box #: _____ License Plate #: _____

Generator/Source of Waste: _____

Type of Waste (circle one): MSW Commercial CDD Other: _____

Check one of the following:

☐ Driver waited Driver's Name: _____

☐ Driver elected not to wait Driver's Signature: _____

Description of Waste: (If applicable, include estimated quantity, packaging, label info, etc.)

_____

_____

_____

Findings:

Is there unauthorized waste (hazardous waste, regulated medical waste, etc.) in the load?

☐No. No further action necessary. Sign the form below.

☐Yes. Indicate type of waste below, complete Actions Taken, and add to the UAW Short Form.

☐Hazardous waste

☐Regulated medical waste

☐PCB waste

☐Other _____

Actions Taken: _____

_____

_____

Inspected by: _____ Date: _____

_____ Date: _____

Any suspected hazardous waste, regulated medical waste, PCB waste, or otherwise unauthorized waste may require reporting to the Virginia Department of Environmental Quality. Any questions regarding unauthorized waste including reporting requirements should be directed to the Environmental Manager at (757) 417-5251.

EMS Form 29-Load Checking Inspection Form. Last revised: 08/16/2024

Printed versions of EMS forms are uncontrolled. Check Intranet for latest revision before completing.

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Attachment D

Client:	SPSA	Sheet #:	1	Of	7
Project:	Portsmouth MRF	Prepared By:	em	Date:	11/13/24
Project #:	02222100.23	Reviewed By:	km	Date:	11/13/24
Subject:	MRF Capacity and Storage Calculations				

MRF STATION SIZING

DESIGN CRITERIA

Design Capacity = 2,500 tons/day
Assume facility operates 9 hours per day, 5 days per week.

Peak Ton/Hour

$$\text{Average ton/hour} = \left(\frac{2{,}500 \text{ tons}}{\text{day}}\right)\left(\frac{1 \text{ day}}{9 \text{ hours}}\right) = 278 \text{ tons/hour (on an average day)}$$

Assume peak is 2.0X average ton/hour (industry standard): **Peak tons = 556 tons/hour**

Traffic and Unloading Assumptions

Assume 2,500 TPD Design Throughput Volume.
Assume 125 Vehicles/Day[1]
Assume 100% Municipal/Commercial Trucks
Assume 20 tons/load for Municipal/Commercial Trucks.
Commercial Unload Time = 5 minutes

[1] Design Capacity ÷ Truck Payload, i.e., 2,500 ÷ 20

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UNLOAD POSITIONS

Loads/Hour (Use Peak Hour)

Total Municipal/Commercial: $\left(\frac{125\ \text{loads}}{\text{day}}\right)\left(\frac{1\ \text{day}}{9\ \text{hours}}\right)$ = 14 loads/hour

Unloading Positions

Municipal/Commercial Unload: 5 minutes/load
with 1 position = 12 loads/hour

$$\left(\frac{14\ \text{loads}}{\text{hour}}\right)\left(\frac{1\ \text{position}}{12\ \text{loads/hour}}\right) = 1.12\ \text{positions} \rightarrow \text{use } \underline{\textbf{2 positions}}$$

Building requires a minimum of 2 unload position

Unloading Positions Area Requirements

Unloading positions = 2
Keep vehicles in building, therefore assume each position = 45 feet long by 12 feet wide
Area = 45 feet x {2 unload position x 12 feet} = 45 feet x 24 feet
Material dump space = 10 feet

Total truck unload area = 55 feet by 24 feet = 1,320 sq. ft.

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SPSA 2023 Waste Composition Study Data

Waste Comp			EPA	
Material	Average (dec)	Average (%)	Density, loose	Density, baled
Corrugated Cardboard	0.050601754	5%	106 lb/cy	900 lb/cy
Recyclable Paper	0.106272908	11%		
Gable-top and Aseptic Containe	0.01581545	2%		
#1 PET Bottles	0.013514451	1%	32 lb/cy	500 lb/cy
#1 PET Thermoforms (Clear)	0.009558916	1%	32 lb/cy	500 lb/cy
#1 PET Containers (Pigmented)	0.005091018	1%	32 lb/cy	500 lb/cy
#2 HDPE Containers (Natural)	0.005125127	1%	32 lb/cy	500 lb/cy
#2 HDPE Containers (Colored)	0.005047604	1%	32 lb/cy	500 lb/cy
Grocery & Merchandise Bags	0.008721032	1%		
Mixed Plastics (#7)	0.000247045	0%		
#5 Polypropylene Containers	0.004836349	0%		
Other Plastic Containers/Tubs	0.008768319	1%		
#3 - PVC	0.000287938	0%		
Expanded Polystyrene	0.00899317	1%		
Rigid Plastic	0.024004006	2%		
Other Film	0.083684847	8%		
Food Waste	0.205017853	21%		
Yard Waste	0.060292206	6%		
Compostable Paper	0.076015637	8%		
Untreated Wood	0.026844383	3%		
Steel Cans	0.006442405	1%	113 lb/cy	850 lb/cy
Aluminum Cans	0.006571769	1%	46 lb/cy	375 lb/cy
Other Ferrous	0.015758767	2%		
Other Non-Ferrous	0.003725824	0%		
Glass Bottles and Jars	0.040838228	4%		
Construction Materials	0.041607107	4%		
Electronics	0.022295229	2%		
Carpets/Rugs/Padding	0.005352608	1%		
Batteries	0.000323175	0%		
HHW	0.000510346	0%		
Latex Paint	0.001984098	0%		
Other Uncategorized Trash	0.13585043	14%		

The table above includes two columns for densities associated with recyclable materials. This data was sourced from EPA's database.

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Recovered Material Quantities

Metrics:	Input	Recover Efficiency	Recovered Mass		Recovered Volume		Baler Throughput	Bale Volume	Bales per day
Formulas:	= Input Capacity * Waste Comp %	= Estimate	=B * C	=D * 2000	= E* loose density	=E * baled density	=Quoted estimate	=Quoted estimate	=G / I
Units:	tons/day	%	tons/day	lb/day	loose-cy/day	baled-cy/day	ton/hour	cy-bale	bales/day
OCC	126.50	50%	63.25	126,504	1,193	141	9	1.85	75.90
PET	70.41	85%	59.85	119,699	3,741	239	3.5	1.85	129.27
HDPE	25.43	85%	21.62	43,234	1,351	86	5	1.85	46.69
Al Can	16.43	90%	14.79	29,573	643	79	5	1.85	42.59
Steel Can	16.11	90%	14.50	28,991	258	34	5	1.85	18.42
Total	**255**		**175**	**348,001**	**7,186**	**580**	**28**	**10**	**313**

Example Calculation

Design Capacity = 2,500 tons/day
OCC Density (loose) = 106 lb/cy. yd.
OCC Density (baled) = 900 lb/cy. yd.
MRF OCC Recovery Efficiency. yd. = 50%

$$\text{Amount of OCC in waste stream per day} = \left(\frac{2{,}500 \text{ tons of MSW}}{\text{day}}\right)\left(\frac{5.1\% \text{ OCC}}{100\% \text{ MSW}}\right) = 127.5 \text{ tons/day}$$

$$\text{Recovered Mass} = \left(\frac{127.5 \text{ tons}}{\text{day}}\right)\left(\frac{50\% \text{ Recoveable OCC}}{100\% \text{ Mixed OCC}}\right) = 63.8 \text{ tons/day}$$

$$\text{Recovered Volume} = \left(\frac{63.8 \text{ tons}}{\text{day}}\right)\left(\frac{2{,}000 \text{ lb}}{\text{ton}}\right)\left(\frac{\text{cu. yd.}}{106 \text{ lb}-\text{loose OCC}}\right) = 1{,}203 \text{ loose-cy. yd./day}$$

$$\text{Bales of OCC per day} = \left(\frac{141 \text{ baled cy. yd.}}{\text{day}}\right)\left(\frac{\text{bale}}{1.85 \text{ cu. yd.}}\right) = 75.9 \text{ bales/day}$$

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Subject:	MRF Capacity and Storage Calculations				

Non-Recovered (Residual) Material Quantities

Unit:	tons/day	lb/day
Corrugated Cardboard	63	126,504
Recyclable Paper	266	531,365
Gable-top and Aseptic Contain	40	79,077
#1 PET Bottles	11	21,123
#2 HDPE Containers (Natural)	4	7,630
Grocery & Merchandise Bags	22	43,605
Mixed Plastics (#7)	1	1,235
#5 Polypropylene Containers	12	24,182
Other Plastic Containers/Tubs	22	43,842
#3 - PVC	1	1,440
Expanded Polystyrene	22	44,966
Rigid Plastic	60	120,020
Other Film	209	418,424
Food Waste	513	1,025,089
Yard Waste	151	301,461
Compostable Paper	190	380,078
Untreated Wood	67	134,222
Steel Cans	2	3,221
Aluminum Cans	2	3,286
Other Ferrous	39	78,794
Other Non-Ferrous	9	18,629
Glass Bottles and Jars	102	204,191
Construction Materials	104	208,036
Electronics	56	111,476
Carpets/Rugs/Padding	13	26,763
Batteries	1	1,616
HHW	1	2,552
Latex Paint	5	9,920
Other Uncategorized Trash	340	679,252
Total	**2,326**	**4,651,999**
Total Volume	**11,630**	**cy**

Calculations Methodology

Mass of each MSW component was found by multiplying the Design Capacity by the component's fraction in the MSW stream.

$$\text{Mass of Food Waste per day} = \left(\frac{1{,}500 \text{ tons}}{\text{day}}\right)\left(\frac{20.5 \text{ Food Waste (by \%wt)}}{100 \text{ Mixed MSW (by \%wt)}}\right) = 308 \text{ tons/day}$$

Non-Recovered amounts for recyclables were calculated by taking the input minus recovered mass.

$$\text{Mass of Corrugated Cardboard (OCC) per day} = \left(\frac{75.90 \text{ tons mixed OCC}}{\text{day}}\right) - \left(\frac{37.95 \text{ tons recovered OCC}^2}{\text{day}}\right) = 37.95 \text{ tons/day}$$

[2] See previous section

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BUILDING SIZING

Daily Volume of Recovered Materials = 580 cy. yd. (baled)
Number of Bales = 313
Volume of one Bale = 1.85 cy. yd. = 50 cu. ft.
Daily Volume of Non-Recovered Materials = 11,630 cu. yd.

Footprint of Bales

Length = Width = Height = 3.68 feet
If there are 3 Bales per stack
Height of stack = 11.1 feet
So, Footprint of stack = Length * Width = 13.57 feet
Therefore the total footprint of the Bales =

$$\left(\frac{313 \text{ bales/day}}{3 \text{ bales/stack}}\right)\left(\frac{13.57 \text{ feet of floorspace}}{\text{stack}}\right) = \underline{1{,}416 \text{ sq. ft.}}$$

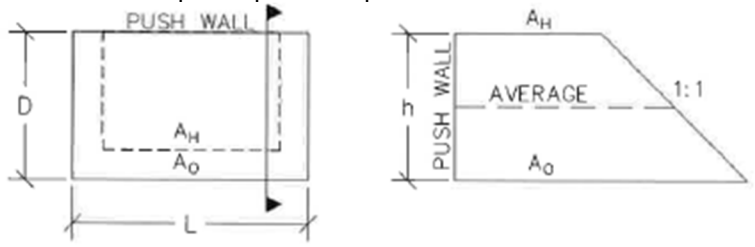
Footprint of Non-Recovered Materials

$V = h\frac{A_0 + A_H}{2}$
Where h = 15 feet

Average area at middle of pile

= (11,630 cu. yd.) $\left(\frac{27 \text{ cu. ft.}}{1 \text{ cu. yd.}}\right)$ = 314,010 cubic feet at 15 feet high
= <u>20,934 sq. ft., average area at middle of pile</u>

Assume 1:1 slope on pile with push back wall



Assume D = 125 feet
Average D = 125 feet – 5 feet = 120 feet
Therefore, Average L = 20,934 sq. ft. ÷ 120 ft. = 174 ft.
L = 174 feet + 10 feet = 184 feet
Therefore, Storage Area = 184 feet x 120 feet = <u>22,134 sq. ft.</u>

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Total Area Requirements

Truck Unload area = 1,320 sq. ft.
Area of Bales: 1,416 sq. ft.
Area of Non-Recovered Waste: 22,314 sq. ft.

Minimum Building Floor Area Needed = 22,314 sq. ft. + 1,320 sq. ft. + 1,416 sq. ft. = **24,870 sq. ft.**

Area Required for Material Processing Equipment = 31,000 sq. ft.

Building Area = 167,137 sq. ft.

Available Area = 167,137 sq. ft. – 31,000 sq. ft. – 24,870 sq. ft. = **111,267 sq. ft**
Therefore, the building contains sufficient room for storage of materials, unloading of material, and processing equipment.

Attachment 4

Engineers Certification for Design and Construction

In accordance with VSWMR 9 VAC 20-81-410.A.2.e.(1), this statement is provided to certify that the applicable design and construction standards of 9 VAC 20-81-330.D have been met for the SPSA Portsmouth Materials Recovery Facility. Certification indicates a professional opinion based upon professional experience, a review of applicable regulations in effect at the time of this certification, interpretation of the intent of the design/construction requirements, and site observations.

Keith T. Matteson, P.E.
SCS Engineers
Virginia P.E. Registration # 033861
November 13, 2024

November 26, 2024
File No. 02222100.23

MEMORANDUM

TO: Grace Roquemore, SPSA

FROM: Ethan Marks and Keith Matteson, PE

SUBJECT: Design Description Manual for the Southeastern Public Service Authority (SPSA) Portsmouth Material Recovery Facility (MRF)

This memorandum contains the Design Description Manual for the Southeastern Public Service Authority (SPSA) Portsmouth Material Recovery Facility (MRF). This Manual adheres to the Department of Environmental Quality (DEQ) guidance (Design Standards for MRFs vs. Transfer Stations) and 9VAC20-81-330. The facility will receive Municipal Solid Waste (MSW) which will be sorted into recyclables, organics and residuals.

The Manual components are as follows:

1) *The process rate of the facility* - 2,500 tons per day.

2) *The designation of normal loading, unloading, and storage areas and their capacities* - SPSA is considering vendor proposals for processing MSW it receives from its regional members. One of the short-listed vendors is proposing a material recovery facility (MRF) and organics processing facility at this location. A site plan showing existing conditions is presented in Figure 1. A conceptual floor plan and material flow diagram for the proposed transfer station and materials processing facility is presented in Figure 2. The proposed facility will contain two trailer tippers located on the east side of the MSW tipping floor, as well as a truck entrance, and a bypass lane on the north side of the tipping floor. The tipping floor will serve as an area for initial MSW sorting and an area for sorted material (residuals and organics) to be temporarily stored before removal.

   The material recovery equipment, which would be located within the facility, would segregate recyclables, organics, and non-processible residuals from the waste stream. The mixed recyclables would be further segregated, baled, and shipped to market. The organics would be conveyed to a new organics processing facility to be constructed just west of the transfer station either by dedicated conveyors or by trucks.

   The tipping floor will have approximately 1,700 tons of storage space, with an additional 800 tons available in the recyclables processing area if needed. The tipping floor will also have an estimated capacity of 1,500 tons reserved for unprocessed MSW. These estimates assume a pile height of 15 feet.

   Non-fibrous bailed recyclables will be stored in the area which is currently the “dust collection area” before being loaded into trailers via the drive-through located east of the main building.

The dust collection area has approximately 7,000 square feet of available space. The baled recyclables are estimated to require 850 square feet of space per day. This means recyclables can be stored for roughly 8 days before the space is exhausted. Thus, the maximum storage capacity for recyclables is approximately 1,400 tons.

3) *The designation of emergency loading, unloading, storage or other disposal capabilities to be used when the facility system downtown exceeds 24 hours -* The facility will include sufficient storage space to accommodate materials brought in for processing during system downtime events that exceed 24 hours without effecting overall operations. Additionally, certain sorted materials, such as bailed plastics, can be stacked and stored outside the main building which will open additional storage space. If downtime exceeds 24 hours, material may be transferred for processing to the RDS facility located in Portsmouth at 3325 Frederick Blvd, a SPSA transfer station, or the SPSA Regional Landfill.

4) *The designation of alternate disposal areas or plans for transfer of solid wastes in the event facility downtime exceeds 72 hours* - In the event of a downtime exceeding 72 hours, the facility may transfer material for processing to a second facility being proposed by one of the short-listed vendors. Material may also be transferred to a SPSA transfer station, the SPSA Regional Landfill, or another permitted landfill.

5) *The expected daily quantity of waste residue generation* - The daily quantity of waste residue is estimated to be 525 tons, which is 35% of the incoming MSW stream.

6) *The proposed ultimate disposal location for all facility-generated waste residues including, but not limited to, residues from air pollution control devices, and the proposed alternate disposal locations for any unauthorized waste types, that may have been unknowingly accepted. The schedule for securing contracts for the disposal of the waste types at the designated locations shall be provided -* The ultimate disposal location for facility generated residues is the SPSA Regional Landfill.

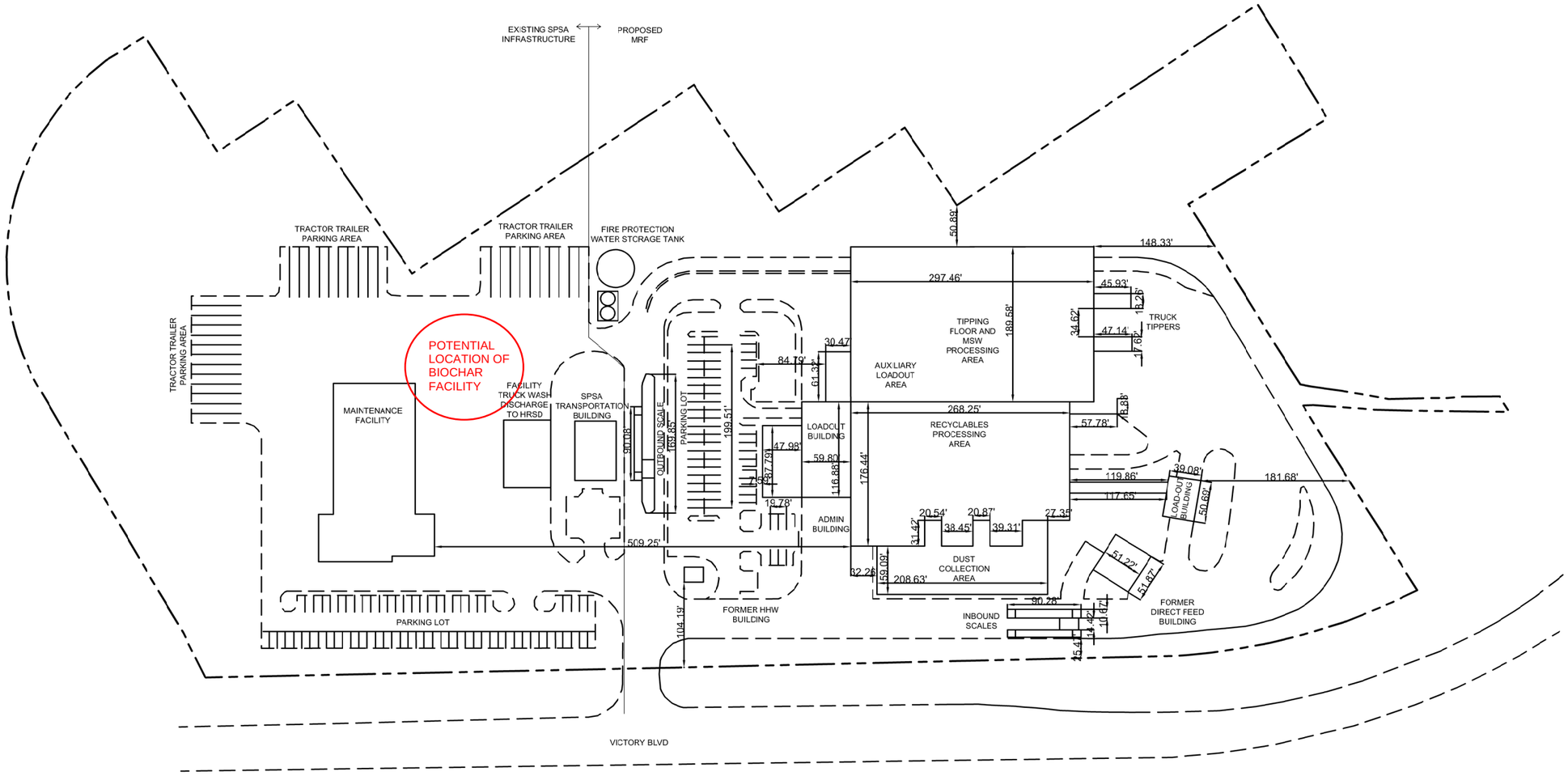
7) *A descriptive statement of any materials use, reuse, or reclamation activities to be operated in conjunction with the facility, either on the incoming solid waste or the ongoing residue -* MSW processing will include the extraction of mixed recyclables and organic materials. Mixed recyclables—such as recyclable plastic, ferrous and non-ferrous metals, and old corrugated cardboard (OCC)—will be sorted into individual commodities and sold to various markets. These mixed recyclables are estimated to comprise approximately 20% of the MSW stream.

   Under the current proposal being considered by SPSA, segregated organic materials would be conveyed to a separate facility where the organic materials would be converted into biochar through a pyrolysis process. The potential uses of the biochar include alternative daily cover at the Regional Landfill resulting in carbon sequestration, or a compost supplement. Approximately 45% by weight of the incoming MSW is expected to be recoverable organic materials. The pyrolysis process is projected to reduce organic materials by an additional 70% by weight. The onsite biochar facility is anticipated to begin operations at the same time as the MRF.

8) *Plan views showing building dimensions, building setbacks, side and rear distances between the proposed structure and other existing or proposed structures, roadways, parking areas, and site boundaries –* See Figure 1.

9) *Interior floor plans showing the layout, profile view, and dimensions of the processing lines, interior unloading, sorting, storage, and loading areas as well as other functional areas* – See Figure 2.

M:\Projects\02222100.23 Oceana Landstown PBR\Deliverables\Portsmouth MRF\New PBR site plan.dwg Nov 08, 2024 - 9:45am Layout Name: 11x17 By: emarks



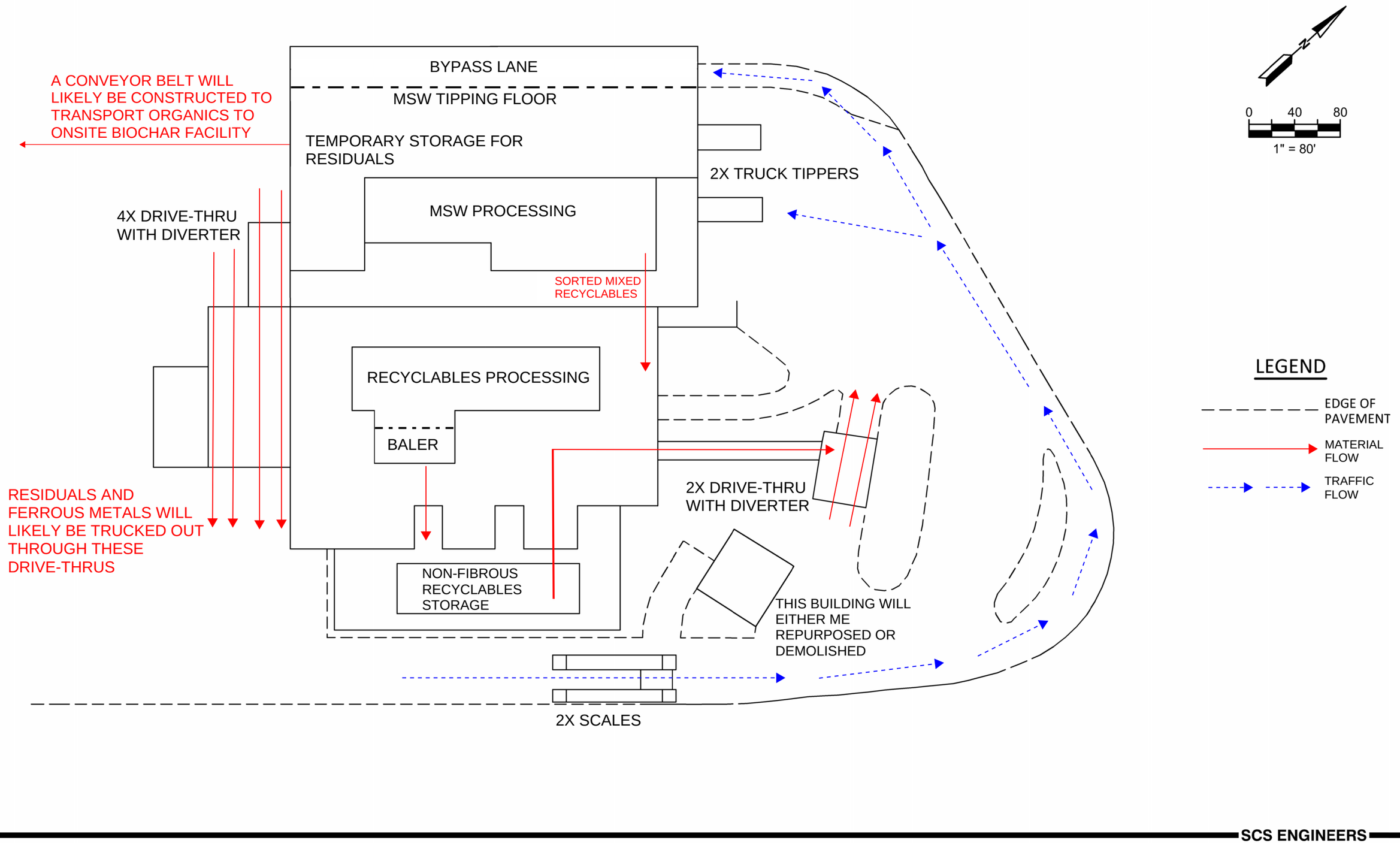
LEGEND

- PROPERTY BOUNDARY
- EDGE OF PAVEMENT

SCS ENGINEERS

EXISTING SITE PLAN

Figure 1



PROPOSED CONCEPTUAL FLOOR PLAN

Figure 2

Attachment E

Closure Plan
Portsmouth Material Recovery Facility
VDEQ Permit-by-Rule

Southeastern Public Service Authority
2 Victory Boulevard
Portsmouth, VA 23702

SCS ENGINEERS

02222100.23 | November 26, 2024

2877 Guardian Lane, Suite 1-F
Virginia Beach, VA 23452
757-466-3361

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Section Page

Appendices

INTRODUCTION

This closure plan has been developed in accordance with the Virginia Solid Waste Management Regulations (VSWMRs). Its purpose is to provide a detailed closure plan for SPSA's Portsmouth Material Recovery Facility (MRF) at any time during It's active life or at the time of its scheduled closure. The MRF will be closed in a manner that minimizes the need for further maintenance and controls, minimizes or eliminates to the extent necessary to protect human health and the environment, the post-closure escape of uncontrolled leachate, surface run-off, or waste decomposition products to the groundwater, surface water, or to the atmosphere. This closure plan outlines the steps necessary for facility abandonment including solid waste removal, building inspection and cleaning, and site testing. The Engineer's Certification for this plan is contained in Appendix A.

SCHEDULE FOR CLOSURE

Closure of SPSA's Portsmouth MRF is unknown at this time. The facility may be closed as of the date of expiration of SPSA's contract with its member communities, which will also be the date of final waste acceptance at the MRF. Normal operations will continue until that date with regularly scheduled maintenance to maintain the structural integrity of the MRF building.

Notice of Facility Closure and Date of Final Waste Acceptance

A sign indicating the anticipated date of Portsmouth facility's closure and the date of final waste acceptance will be posted at the facility at least ninety days in advance. The Director of DEQ will be notified of SPSA's intent to close the facility and an amended closure plan will be submitted if required.

Implementation of Closure Plan

This closure plan will be implemented and completed in no more than six months after the date of final material acceptance at the facility. If it is determined that additional time will be required to properly close the facility, a formal request will be made to the Director.

Closure Completion

At the completion of the closure of the MRF, signs will be posted on-site indicating the facility is closed and no longer accepting solid waste. Additionally, measures will be taken to secure the site to prevent the unlawful disposal of waste. The Director will be notified that the MRF has been properly closed in accordance with applicable regulations.

WASTE REMOVAL AND EQUIPMENT TRANSFER

Upon closure or in preparation of the facility for uses other than solid waste management, SPSA will remove and dispose of all solid waste and solid waste residues. All solid waste will be transported to a permitted disposal facility. All equipment used for MRF operations will be cleaned of all waste residues and removed from the site or sold in situ.

VISUAL INSPECTION

Once all waste and residues have been removed, a visual inspection of all areas of waste containment will be performed. A qualified construction inspector will make the inspection. A written record of the inspection will be maintained by the Inspector and will contain the following information:

- Date and time of inspection
- Inspector's name and title
- Area of inspection
- Deficiencies/potential problems
- Required additional inspection and/or testing

During the course of all inspections, particular attention will be given to the condition of the load-off area and other concrete structures. Features such as cracks, fissures and expansion joints will be thoroughly inspected and field evaluated as a possible pathway for contamination.

PATHWAY INVESTIGATION

To determine whether each possible pathway identified in the visual inspection actually contributed to the migration of contaminants, if needed, sampling and testing of the areas will be performed. Aqueous samples will be collected from the immediate area of the identified pathway and soil samples will be collected from the site. At a minimum, indication parameters to be sampled for include: total organic carbon (TOC); total organize halides (TOX); and heavy metals-arsenic, barium, cadmium, chromium, lead, mercury, selenium and silver.

Sample Collection

If sampling is performed, aqueous samples will be collected in the immediate area of each identified possible pathway, as well as in a "clean" area for determination of background. Samples will be collected as follows:

1. Vacuum/sweep clean the area to remove loose residue or debris.

2. Thoroughly rinse the identified area with plain water only, using a high-pressure hose or steam cleaning machine. All liquid rinse waste will be collected in a wet/dry vacuum or other similar equipment. (CAUTION: Do not use any type of detergent or solvent for it may contaminate sample.)

3. The appropriate sample amounts will be taken directly from the wet/dry vacuum by means of an uncontaminated glass or Teflon beaker and placed directly into prepared sample containers. The container is not to be overfilled. Once properly filled and capped, the container will be inverted to mix the preservative and sample, and then placed into a Ziploc bag. The laboratory performing the analyses will provide the appropriate sample containers, pre-labeled with the analysis to be performed and with preservatives added as necessary.

4. Any remaining liquid waste will be properly disposed of in the proper manner.

5. When sampling is complete, samples will be placed in an iced container for transport to the testing laboratory.

Soil Sampling and Analysis

If deemed to be required, surface soil samples will be collected and analyzed in order to determine whether an identified pathway has led to contamination of the site. Sample locations will be strategically located in order to collect a representative fraction of the soils with the minimum number of samples and effort. Locations will be selected so that samples are collected above and below the release point of the potential contamination pathway. Results from samples collected above the release point will be used to determine background quality for comparison with results of samples collected below the release point.

If sampling locations have established vegetative cover, it is necessary to remove and stockpile this cover. To accomplish this, a clean stainless steel shovel will be used to carefully dig up the turf so that if may be replaced upon completion of sampling. Once the soil sample is obtained, the soil will be placed in a glass container for mixing and then placed into the sample container. Once the sample has been collected, the turf will be replaced and tamped. The following outlines the actions necessary for surface soil collection; however, sampling techniques will be confirmed with a certified testing laboratory.

1. Remove all surface debris with a clean stainless steel spoon or shovel. Carefully remove and save any vegetative cover.

2. Using a pre-cleaned stainless steel scoop or spoon, collect the surface soil sample and place it into a glass or Teflon coated stainless steel pan for mixing.

3. Thoroughly mix the sample with a stainless steel spoon.

4. Place the soil in the prepared sample container.

5. When sampling is complete, place the samples in an iced container for transport to the testing laboratory.

Chain-of-Custody Program

A chain-of-custody program will be used to provide for tracing of individual samples from the time of the field-sampling event through laboratory analysis. Items included in this program consist of: sample labels, sample seals, field logbook and chain-of-custody record.

A. Sample Labels

Each sample container is to be pre-printed with a durable label to include the following information:

- Sample number
- Date and time of collection
- Location
- Name of collector

B. Sample Seal

To ensure that samples are not disturbed during shipment, a seal will be placed on individual containers or the entire package.

C. Field Logbook

All observations and field activities will be recorded in a project dedicated logbook.

D. Chain-of-Custody

Each sample is to be documented on a chain-of-custody form. The following information will be recorded on that form:

- Project number
- Project name
- Sampler's signature
- Sampling location, date and time of sample collection, sample designation and a brief description of the type of sample
- Total number of sample containers
- All transfers of the container

Sample Analysis

Table 5 provides a list of sampling parameters along with the appropriate test method in accordance with the Environmental Protection Agency (EPA) document ***Test Methods for Evaluating Solid Waste Physical/Chemical Methods SW-846.***

Table 5. MRF Closure Care Sampling Parameters

Parameter	Test Method
Arsenic	7060
Barium	7080
Cadmium	7130
Chromium	7190
Lead	7420
Mercury	7470
Selenium	7740
Silver	7760
Total Organic Carbon	8060
Total Organic Halides	9020

- Once laboratory results are available, parameter concentrations for each possible pathway are compared to the background concentrations to determine whether or not an impact has occurred.

- If no impact is detected in both the aqueous and soil samples, it can be assumed that no contamination has occurred, and no further actions are necessary.

- If an impact is detected in the aqueous sample, but not in the soil sample, it can be assumed that the contamination is localized in the vicinity of the pathway and clean up of the pathway is required. Clean up of the identified pathway will consist of watering the area with a high-pressure hose or steam cleaning machine using a non-phosphorous detergent. The area will then be rinsed thoroughly with plain water and be allowed to dry. Once dry, the area will be re-sampled as described above.

- This procedure will be repeated until the laboratory results from the pathway sample indicate no impact when compared to the background data.

POST-CLOSURE CARE

Post-closure care is not required for material recovery facilities. However, if contamination remains after reasonable efforts to decontaminate components, subsoils, structures and equipment, a post-closure plan will be developed and implemented. A groundwater monitoring system will be installed as part of the post-closure activities. Post-closure care will continue until the site is deemed to pose no risk to human health and environment.

Appendix A
Engineer's Certification

In accordance with VSWMR 9 VAC 20-81-410.A.2.e.(2), this statement is provided to certify that the application standards of 9 VAC 20-81-360 have been met in this closure plan for the SPSA Portsmouth MRF. The closure plan is to be maintained in the material recovery facility's operating record.

Keith T. Matteson, P.E.
SCS Engineers
Virginia P.E. Registration # 033861
November 26, 2024

Attachment F

Prepared by:
Alyssa Carducci Dangler, Esq. (VSB #74047)
Williams Mullen
999 Waterside Drive, Suite 1700
Norfolk, Virginia 23510

Parcel ID No.: PORTION OF 0386-0011

NOTICE TO CLERK: THIS DEED IS EXEMPT FROM RECORDATION TAXES PURSUANT TO SECTION 58.1-811(C)(5) OF THE CODE OF VIRGINIA (1950), AS AMENDED.

QUITCLAIM DEED

THIS QUITCLAIM DEED, made this 1st day of July, 2024, by and between **WHEELABRATOR PORTSMOUTH INC.**, a Delaware corporation, hereinafter referred to as the "**GRANTOR**" (to be indexed as Grantor), and **SOUTHEASTERN PUBLIC SERVICE AUTHORITY OF VIRGINIA,** a public body politic and corporate of the Commonwealth of Virginia, hereinafter referred to as the "**GRANTEE**" (to be indexed as Grantee), having an address of 723 Woodlake Drive, Chesapeake, Virginia 23320, recites and provides as follows:

W I T N E S S E T H :

That for and in consideration of the sum of Ten Dollars ($10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Grantor quitclaims, releases, remises and conveys unto Grantee all its right, title and interest that Grantor may have in and to all those certain buildings, structures, utilities and other improvements owned by Grantor and located on, over or under the real property described in EXHIBIT A attached hereto and incorporated herein and made a part of (the "Property").

This conveyance is made expressly subject to such recorded restrictions, conditions and easements as may lawfully affect the Property.

[SIGNATURE PAGE TO FOLLOW]

SIGNATURE PAGE TO QUITCLAIM DEED

WITNESS the following signature and seal:

WHEELABRATOR PORTSMOUTH, INC.

By: _____
Name: Michael F. O'Friel
Its: Senior Vice President

STATE OF New Hampshire,
CITY OF Rockingham, to-wit:

The foregoing instrument was subscribed, sworn to and acknowledged before me, this 27 day of June, 2024, by Michael F. O'Friel, as Senior Vice President of Wheelabrator Portsmouth Inc., who is either personally known to me or has presented evidence of a valid state driver's license.

My commission expires: 9/21/27.

(SEAL)

KYLIE R. HUGHES ESQUIRE NOTARY PUBLIC COMM. EXP. 09-21-27 NEW HAMPSHIRE

Kylie Hughes
Notary Public

EXHIBIT A

All those two (2) certain pieces or parcels of land lying and being in Portsmouth, Virginia, comprising a portion of the lands of the U.S. Naval Shipyard, Portsmouth, Virginia, and being more particularly described as follows:

All that certain piece or parcel of land lying and being in Portsmouth, Virginia, situated westerly of Victory Boulevard, Virginia State Route 239, containing 363,508 square feet or 8.345 acres, more or less, that is designated as "PARCEL '2B'" and shown on that certain plat entitled "PLAT CREATING THREE SEPARATE EASEMENT PARCELS ON PROPERTY OWNED BY UNITED STATES OF AMERICA DEED BOOK 775, PAGE 534 (CHESAPEAKE) FOR SOUTHEASTERN PUBLIC SERVICE AUTHORITY OF VIRGINIA" dated April 20, 2010, prepared by Hoggard / Eure Associates, P.C., recorded in the Clerk's Office of the Circuit Court of the City of Portsmouth, Virginia, in Map Book 22, page 103.

All that certain piece or parcel of land lying and being in Portsmouth, Virginia, situated westerly of Victory Boulevard, Virginia State Route 239, containing 139,423 square feet or 3.201 acres, more or less, that is designated as "PARCEL '2C'" and shown on that certain plat entitled "PLAT CREATING THREE SEPARATE EASEMENT PARCELS ON PROPERTY OWNED BY UNITED STATES OF AMERICA DEED BOOK 775, PAGE 534 (CHESAPEAKE) FOR SOUTHEASTERN PUBLIC SERVICE AUTHORITY OF VIRGINIA" dated April 20, 2010, prepared by Hoggard / Eure Associates, P.C., recorded in the Clerk's Office of the Circuit Court of the City of Portsmouth, Virginia, in Map Book 22, page 103.

The property conveyed to Grantee by this Quitclaim Deed does not include land itself which is owned by the United States Government, and Grantee's right to occupy and use said land are covered by separate agreements.

Attachment H

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

Solid Waste Management Facility Cost Estimate Form

Facility Name:	Portsmouth Materials Recovery Facility			Permit No.	
Address:	2 Victory Blvd				
City:	Portsmouth	State:	VA	Zip:	23702
FA Holder:	Southeastern Public Service Authority (SPSA)				
Estimate Prepared By:	SCS Engineers				

Indicate the following information for which this cost estimate was prepared:

Closure Plan		**Operating Details**	
Title:	Closure Plan Portsmouth Materials Recovery Facility VDEQ Permit	Process Rate:	2500 tons / day
Plan Date:	November 2024	Storage Capacity:	2500 tons
P.E. Certification Date:	November 2024	Processing Area:	57,600 square feet

Total Closure Cost Estimate:		
Total Waste Removal Cost (including stockpiles):	$270,000	Specify Loading/Hauling and Disposal Rate ($/ ton) or ($/cy): $54/ton
Total Leachate/Wastewater Removal Cost:	$169	Specify Loading/Hauling and Disposal Rate ($/ ton) or ($/gal): $0.0102/gal
Total Decontamination Cost:	$25,000	
Total Postclosure Cost (if necessary):	$0	
Total PE Certification of Closure:	$1,750	
Total Other:	$0	
TOTAL:	**$296,919**	

References

Please indicate references used to develop this cost estimate, specify any assumptions made, and provide any supplemental calculations as necessary: Total waste removal cost includes the removal of 2,500 tons (maximum daily tonnage) and 2,500 tons (maximum storage capacity) at $54/ton disposal (includes an estimated $30 tipping fee and $1,080 per trip with a total of 250 trips). The cost for leachate removal includes the disposal of wash water in the existing leachate collection system; wash water will be 3,840 gallons based using a pressure washer for 16 hours at 4 gallons per minute discharge. The current leachate disposal rate as quoted by HRSD is $0.0102/ gal. The total leachate/wastewater removal cost includes the price of one roundtrip to the regional landfill ($129). A crew and equipment to clean equipment and the transfer station is estimated for five days at $5,000/day. The PE certification cost is estimated to require 10 hours of time at $175/hour.

Certification by Preparer:

This is to certify that the cost estimates pertaining to the engineering features and monitoring requirements of this solid waste management facility have been prepared by me and are representative of the design specified in the facility's Closure Plan. The estimate is based on the cost of hiring a third party and does not incorporate any salvage value that may be realized by the sale of wastes, facility structures, or equipment, land or other facility assets at the time of closure. In my professional judgment, the cost estimates are a true, correct, and complete representation of the financial liabilities for closure and postclosure care of the facility and comply with the requirements of 9 VAC 20-70 and all other DEQ rules and statutes of the Commonwealth of Virginia.

Name:	Keith Matteson	Signature:	Keith Matteson
Title:	Project Director	Date:	November 25, 2024

Acknowledgement by Owner/Operator :

Name:	Henry Strickland	Signature:	
Title:	Director of Operations	Date:	11-26-24

Attachment I

Take notice that the Southeastern Public Service Authority (SPSA) is seeking Permit-by-Rule (PBR) status to operate a Transfer Station & Materials Recovery Facility at the 20.4-acre parcel located at 2 Victory Boulevard, Portsmouth. SPSA is requesting that the facility be permitted to process 2,500 tons per day, with a storage capacity of 2,500 tons of waste and 1,400 tons of recovered materials.

The Public is welcome to comment on the technical and regulatory aspects of the proposal. A Public Comment Period will run for 30 days following the initial appearance of this Notice in this publication. A public meeting will be conducted March 18, 2025, at 4:00 PM ET, in the conference room of the SPSA Operations Center, 4 Victory Boulevard, Portsmouth, VA 23702. Copies of PBR documentation can be obtained by emailing SPSA at groquemore@spsa.com, or by calling 757-961-3674. Documentation is also available on the SPSA website (https://SPSA.com).

Attachment J

COMMONWEALTH of VIRGINIA

DEPARTMENT OF ENVIRONMENTAL QUALITY

General Permit Registration No.: VAR052612
Effective Date: July 1, 2024
Expiration Date: June 30, 2029

VPDES GENERAL PERMIT FOR STORMWATER DISCHARGES
ASSOCIATED WITH INDUSTRIAL ACTIVITY

AUTHORIZATION TO DISCHARGE UNDER THE VIRGINIA POLLUTANT DISCHARGE ELIMINATION SYSTEM AND THE VIRGINIA STATE WATER CONTROL LAW

In compliance with the provisions of the Clean Water Act, as amended, and pursuant to the State Water Control Law and regulations adopted pursuant thereto, owners of facilities with stormwater discharges associated with industrial activity are authorized to discharge to surface waters within the boundaries of the Commonwealth of Virginia, except those waters specifically named in department regulation that prohibit such discharges.

The authorized discharge shall be in accordance with this cover page, the registration statement, Part I-Effluent Limitations, Monitoring Requirements and Special Conditions, Part II-Conditions Applicable to All VPDES Permits, Part III-Stormwater Pollution Prevention Plan, Part IV-Sector-Specific Permit Requirements, and Part V-Chesapeake Bay Total Maximum Daily Load Compliance as set forth in this general permit.

Part I. Effluent Limitations, Monitoring Requirements and Special Conditions

A. Effluent limitations and monitoring requirements.

There are four individual and separate categories of monitoring requirements that a facility may be subject to under this permit: (i) quarterly visual monitoring; (ii) benchmark monitoring of discharges associated with specific industrial activities; (iii) compliance monitoring for discharges subject to numerical effluent limitations; and (iv) monitoring of discharges to impaired waters, both those with an approved TMDL and those without an approved TMDL. The monitoring requirements and numeric effluent limitations applicable to a facility depend on the types of industrial activities generating stormwater runoff from the facility, and for TMDL monitoring, the location of the facility's discharge. Part IV of the permit identifies monitoring requirements applicable to specific sectors of industrial activity. The permittee shall review Part I A 1 and Part IV of the permit to determine which monitoring requirements and numeric limitations apply to the permittee’s facility. Unless otherwise specified, limitations and monitoring requirements under Part I A 1 and Part IV are additive.

Sector-specific monitoring requirements and limitations are applied discharge by discharge at facilities with colocated activities. Where stormwater from the colocated activities are commingled, the monitoring requirements and limitations are additive. Where more than one numeric limitation for a specific parameter applies to a discharge, compliance with the more restrictive limitation is required. Where benchmark, numerical effluent limitations, or TMDL monitoring requirements for a monitoring period overlap, the permittee may use a single sample to satisfy monitoring requirements.

1. Types of monitoring requirements and limitations.
   a. Quarterly visual monitoring. The requirements and procedures for quarterly visual monitoring are applicable to all facilities covered under this permit, regardless of the facility's sector of industrial activity.
      (1) The permittee shall perform and document a quarterly visual examination of a stormwater discharge associated with industrial activity from each outfall, except discharges exempted in Part I A 3 or A 4. The visual examinations shall be made at least once in each of the following three-month periods: January through March, April through June, July through September, and October through December. The visual examination shall be made during normal working hours, where practicable, and when considerations for safety and feasibility allow. If no storm event resulted in runoff from the facility during a monitoring quarter, the permittee is excused from visual monitoring for that quarter provided that documentation is included with the monitoring records indicating that no runoff occurred.
      (2) Samples shall be collected in accordance with Part I A 2. Sample examination shall document observations of color, odor, clarity, floating solids, settled solids, suspended solids, foam, oil sheen, and other obvious indicators of stormwater pollution. The visual examination of the sample shall be conducted in a well-lit area. No analytical tests are required to be performed on the samples.
      (3) The visual examination documentation shall be maintained on-site with the SWPPP. The documentation shall include the outfall location, the examination date and time, examination staff, the nature of the discharge (i.e., runoff or snow melt), visual quality of the stormwater discharge (including observations of color, odor, clarity, floating solids, settled solids, suspended solids, foam, oil sheen, and other obvious indicators of stormwater pollution), and probable sources of any observed stormwater contamination.

b. Benchmark monitoring of discharges associated with specific industrial activities.

Table 70-1 identifies the specific industrial sectors subject to the benchmark monitoring requirements of this permit and the industry-specific pollutants of concern. The permittee shall refer to the tables found in the individual sectors in Part IV for benchmark monitoring concentration values. Colocated industrial activities at the facility that are described in more than one sector in Part IV shall comply with all applicable benchmark monitoring requirements from each sector.

The results of benchmark monitoring are primarily for the permittee to use to determine the overall effectiveness of the SWPPP in controlling the discharge of pollutants to receiving waters. Benchmark concentration values, included in Part IV of this permit, are not effluent limitations. Exceedance of a benchmark concentration does not constitute a violation of this permit and does not show that violation of a water quality standard has occurred; however, it does signal that modifications to the SWPPP are necessary, unless justification is provided in a routine facility inspection. In addition, exceedance of benchmark concentrations may identify facilities that would be more appropriately covered under an individual, or alternative general permit where more specific pollution prevention controls could be required.

TABLE 70-1
INDUSTRIAL SECTORS SUBJECT TO BENCHMARK MONITORING

Industry Sector[1]	SIC Code or Activity Code	Benchmark Monitoring Parameters
AF	4011, 4013, 4111-4173, 4212-4231, 4311, 5171	TSS.

[1] Table does not include parameters for compliance monitoring under effluent limitations guidelines.

(1) Benchmark monitoring shall be performed for all benchmark parameters specified for the industrial sector applicable to a facility's discharge. Monitoring shall be performed at least once during each of the first four, and potentially all, monitoring periods after coverage under the permit begins. Monitoring begins with the first full monitoring period after the owner is granted coverage under the permit. Monitoring periods are specified in Part I A 2.

(2) Benchmark monitoring waivers for facilities testing below benchmark concentration values. Waivers from benchmark monitoring are available to facilities whose discharges are below benchmark concentration values on an outfall by outfall basis. Sector-specific benchmark monitoring is not required to be conducted in subsequent monitoring periods during the term of this permit provided:
   (a) Samples were collected in four consecutive monitoring periods, and the average of the four samples for all parameters at the outfall is below the applicable benchmark concentration value in Part IV. Facilities that were covered under the 2019 industrial stormwater general permit may use sampling data from the last two monitoring periods of that permit and the first two monitoring periods of this permit to satisfy the four consecutive monitoring periods requirement;
   (b) The facility is not subject to a numeric effluent limitation established in Part I A 1 c (1) (stormwater effluent limitations), Part I A 1 c (2) (coal pile runoff), or Part IV (Sector Specific Permit Requirements) for any of the parameters at that outfall; and
   (c) A waiver request is submitted to and approved by the department. The waiver request shall be sent to the appropriate DEQ regional office, along with the supporting monitoring data for four consecutive monitoring periods, and a certification that, based on current potential pollutant sources and control measures

used, discharges from the facility are reasonably expected to be substantially similar or cleaner compared to when the benchmark monitoring for the four consecutive monitoring periods was done.

Waiver requests will be evaluated by the department based on (i) benchmark monitoring results below the benchmark concentration values; (ii) a favorable compliance history (including inspection results); and (iii) no outstanding enforcement actions.

The monitoring waiver may be revoked by the department for cause. The permittee will be notified in writing that the monitoring waiver is revoked, and that the benchmark monitoring requirements are again in force and will remain in effect until the permit's expiration date.

(3) Samples shall be collected and analyzed in accordance with Part I A 2. Monitoring results shall be reported in accordance with Part I A 5 and Part II C and retained in accordance with Part II B.

c. Compliance monitoring for discharges subject to numerical effluent limitations or discharges to impaired waters.

(1) Facilities subject to stormwater effluent limitation guidelines.

(a) Facilities subject to stormwater effluent limitation guidelines (see Table 70-2) are required to monitor such discharges to evaluate compliance with numerical effluent limitations. Industry-specific numerical limitations and compliance monitoring requirements are described in Part IV of the permit. Permittees with colocated industrial activities at the facility that are described in more than one sector in Part IV shall comply on a discharge-by-discharge basis with all applicable effluent limitations from each sector.

(b) Permittees shall monitor the discharges for the presence of the pollutant subject to the effluent limitation at least once during each of the monitoring periods after coverage under the permit begins. Monitoring begins with the first full monitoring period after the owner is granted coverage under the permit. Monitoring periods are specified in Part I A 2. The substantially identical outfall monitoring provisions (Part I A 2 f) are not available for numeric effluent limits monitoring.

(c) Samples shall be collected and analyzed in accordance with Part I A 2. Monitoring results shall be reported in accordance with Part I A 5 and Part II C, and retained in accordance with Part II B.

TABLE 70-2 STORMWATER-SPECIFIC EFFLUENT LIMITATION GUIDELINES
Effluent Limitation Guidelines Are Not Applicable to Sector AF

(2) Facilities subject to coal pile runoff monitoring.

(a) Facilities with discharges of stormwater from coal storage piles shall comply with the limitations and monitoring requirements of Table 70-3 for all discharges containing the coal pile runoff, regardless of the facility's sector of industrial activity.

(b) Permittees shall monitor the stormwater discharges at least once during each of the monitoring periods after coverage under the permit begins. Monitoring begins with the first full monitoring period after the owner is granted coverage under the permit. Monitoring periods are specified in Part I A 2. The substantially identical outfall monitoring provisions (Part I A 2 f) are not available for coal pile numeric effluent limits monitoring.

(c) The coal pile runoff shall not be diluted with other stormwater or other flows to meet this limitation.

(d) If a facility is designed, constructed and operated to treat the volume of coal pile runoff that is associated with a 10-year, 24-hour rainfall event, any untreated overflow of coal pile runoff from the treatment unit is not subject to the 50 mg/L limitation for total suspended solids.
(e) Samples shall be collected and analyzed in accordance with Part I A 2. Monitoring results shall be reported in accordance with Part I A 5 and Part II C, and retained in accordance with Part II B.

TABLE 70-3
NUMERIC LIMITATIONS FOR COAL PILE RUNOFF

Parameter	Limit	Monitoring Frequency	Sample Type
Total Suspended Solids (TSS)	50 mg/l, max.	1/6 months	Grab
pH	6.0 min. - 9.0 max.	1/6 months	Grab

(3) Facilities discharging to an impaired water with an approved TMDL wasteload allocation. Owners of facilities that are a source of the specified pollutant of concern to waters for which a TMDL wasteload allocation has been approved before by the U.S. Environmental Protection Agency (EPA) before the term of this permit will be notified as such by the department when they are approved for coverage under the general permit.
(a) Upon written notification from the department, permittees shall monitor the discharges for the pollutant subject to TMDL wasteload allocation once every six months after coverage under the permit begins, unless another sampling frequency is determined by the department for polychlorinated biphenyls (PCBs). Monitoring begins with the first full monitoring period after the owner is granted coverage under the permit. Monitoring periods are specified in Part I A 2.
(b) Samples shall be collected and analyzed in accordance with Part I A 2. Monitoring results shall be reported in accordance with Part I A 5 and Part II C, and retained in accordance with Part II B.
(c) If the pollutant subject to the TMDL wasteload allocation is below the quantitation level in all of the samples from the first four monitoring periods, the permittee may request to the department in writing that further sampling be discontinued, unless the TMDL has specific instructions to the contrary (in which case those instructions shall be followed). The laboratory certificate of analysis shall be submitted with the request. If approved, documentation of this shall be kept with the SWPPP.

If the pollutant subject to the TMDL wasteload allocation is above the quantitation level in any of the samples from the first four monitoring periods, the permittee shall continue the scheduled TMDL monitoring throughout the term of the permit. Applicable sampling data collected during the 2019 industrial stormwater general permit term may be used to satisfy all or part of the four monitoring periods requirement.
(d) Upon written notification from the department, facilities exceeding the TMDL wasteload allocation shall prepare and submit a pollutant minimization plan (PMP) designed to investigate the location and potential reduction of sources in the facility's stormwater discharges. The PMP shall be developed and submitted to the department for approval within 180 days of the receipt of notification from the department. The PMP shall include the following items, as appropriate:
(i) Facility contact for the contents of the PMP and any activities associated with the PMP;
(ii) A proposed implementation schedule for minimization activities and prospective milestones;
(iii) Proposed actions for known or probable sources;

(iv) Proposed action to find and control unknown sources;

(v) A summary of any previous minimization activities; and

(vi) Information on continuing assessment of progress, which may include establishment of criteria to evaluate whether the location and potential reduction of sources have been addressed.

(4) Facilities discharging to an impaired water without an approved TMDL wasteload allocation.

Owners of facilities that discharge to waters listed as impaired in the 2022 Final 305(b)/303(d) Water Quality Assessment Integrated Report, and for which a TMDL wasteload allocation has not been approved before the term of this permit, will be notified as such by the department when they are approved for coverage under the general permit.

(a) Upon written notification from the department, permittees shall monitor the discharges for all pollutants for which the waterbody is impaired, and for which a standard analytical method exists, at least once every six months after coverage under the permit begins, unless otherwise determined by the department for polychlorinated biphenyls (PCBs) Monitoring begins with the first full monitoring period after the owner is granted coverage under the permit. Monitoring periods are specified in Part I A 2.

(b) If the pollutant for which the waterbody is impaired is suspended solids, turbidity, or sediment, or sedimentation, monitor for total suspended solids (TSS). If the pollutant for which the waterbody is impaired is expressed in the form of an indicator or surrogate pollutant, monitor for that indicator or surrogate pollutant. No monitoring is required when a waterbody's biological communities are impaired but no pollutant, including indicator or surrogate pollutants, is specified as causing the impairment, or when a waterbody's impairment is related to hydrologic modifications, impaired hydrology, or temperature.

Samples shall be collected and analyzed in accordance with Part I A 2. Monitoring results shall be reported in accordance with Part I A 5 and Part II C, and retained in accordance with Part II B.

(c) If the pollutant for which the water is impaired is below the quantitation level in the discharges from the facility, or it is above the quantitation level but its presence is caused solely by natural background sources, the permittee may request to the department in writing that further impaired water monitoring be discontinued. The laboratory certificate of analysis shall be submitted with the request. If approved, documentation of this shall be kept with the SWPPP.

To support a determination that the pollutant's presence is caused solely by natural background sources, the following documentation shall be submitted with the request and kept with the SWPPP: (i) an explanation of why it is believed that the presence of the impairment pollutant in the facility's discharge is not related to the activities at the facility; and (ii) data or studies that tie the presence of the impairment pollutant in the facility's discharge to natural background sources in the watershed. Natural background pollutants include those substances that are naturally occurring in soils or groundwater. Natural background pollutants do not include legacy pollutants from earlier activity at the facility's site, or pollutants in run-on from neighboring sources

2. Monitoring instructions.

a. Collection and analysis of samples. Sampling requirements shall be assessed on an outfall by outfall basis. Samples shall be collected and analyzed in accordance with the requirements of Part II A.
b. When and how to sample. A minimum of one grab sample shall be taken from the discharge associated with industrial activity resulting from a storm event that results in a discharge from the site, providing the interval from the preceding storm event discharges is at least 72 hours. The 72-hour storm interval is waived if the permittee is able to document that less than a 72-hour interval is representative for local storm events during the sampling period. In the case of snowmelt, the monitoring shall be performed at a time when a measurable discharge occurs at the site. For discharges from a stormwater management structure, the monitoring shall be performed at a time when a measurable discharge occurs from the structure.

   The grab sample shall be taken during the first 30 minutes of the discharge. If it is not practicable to take the sample during the first 30 minutes, the sample may be taken during the first three hours of the discharge, provided that the permittee explains why a grab sample during the first 30 minutes was impracticable. This information shall be submitted in the department's electronic discharge monitoring report (e-DMR) system, and maintained with the SWPPP. If the sampled discharge commingles with process or nonprocess water, the permittee shall attempt to sample the stormwater discharge before it mixes with the nonstormwater.
c. Storm event data. For each monitoring event (except snowmelt monitoring), along with the monitoring results, the permittee shall identify the date of the storm event sampled; rainfall total (in inches) of the storm event that generated the sampled runoff; and the interval between the storm event sampled and the end of the previous storm event discharge. For snowmelt monitoring, the permittee shall identify the date of the sampling event.
d. Monitoring periods.
   (1) Quarterly visual monitoring. The quarterly visual examinations shall be made at least once in each of the following three-month periods each year of permit coverage: January through March, April through June, July through September, and October through December.
   (2) Benchmark monitoring, effluent limitation monitoring, and impaired waters monitoring (for waters both with and without an approved TMDL). Monitoring shall be conducted at least once in each of the following semiannual periods each year of permit coverage: January through June, and July through December.
e. Documentation explaining a facility's inability to obtain a sample (including dates and times the outfalls were viewed or sampling was attempted), of no rain event, or of deviation from the 72-hour storm interval shall be submitted with the e-DMR and maintained with the SWPPP. Acceptable documentation includes National Climatic Data Center (NCDC) weather station data, local weather station data, facility rainfall logs, and other appropriate supporting data.
f. Representative outfalls - substantially identical discharges. If the facility has two or more outfalls that discharge substantially identical effluents, based on similarities of the industrial activities, significant materials, size of drainage areas, and stormwater management practices occurring within the drainage areas of the outfalls, frequency of discharges, and stormwater management practices occurring within the drainage areas of the outfalls, the permittee may conduct monitoring on the effluent of just one of the outfalls and report that the observations also apply to the substantially identical outfall. The substantially identical outfall monitoring provisions apply to quarterly visual monitoring, benchmark monitoring, and impaired waters monitoring (both those with and without an approved TMDL). The substantially identical outfall monitoring provisions are not available for numeric effluent limits monitoring.
   The permittee shall include the following information in the SWPPP:
   (1) The locations of the outfalls;

(2) An evaluation, including available monitoring data, indicating the outfalls are expected to discharge substantially identical effluents, including evaluation of monitoring data where available; and
(3) An estimate of the size of each outfall's drainage area in acres.

3. Adverse climatic conditions waiver. When adverse weather conditions prevent the collection of samples, a substitute sample may be taken during a qualifying storm event in the next monitoring period. Adverse weather conditions are those that are dangerous or create inaccessibility for staff and may include local flooding, high winds, electrical storms, or situations that otherwise make sampling impracticable (e.g., drought or extended frozen conditions. Unless specifically stated otherwise, this waiver may be applied to any monitoring required under this permit. Narrative documentation of conditions necessitating the use of the waiver shall be kept with the SWPPP.

4. Inactive and unstaffed sites (including temporarily inactive sites).
   a. A waiver of the quarterly visual monitoring, routine facility inspections, and monitoring requirements (including benchmark, effluent limitation, and impaired waters monitoring) may be granted by the department at a facility that is both inactive and unstaffed, as long as the facility remains inactive and unstaffed and there are no industrial materials or activities exposed to stormwater. The owner the facility is only required to conduct an annual routine site inspection in accordance with the requirements in Part III B 5.
   b. An inactive and unstaffed sites waiver request shall be submitted to the department for approval and shall include the name of the facility; the facility's VPDES general permit registration number; a contact person, telephone number, and email address; the reason for the request; and the date the facility became or will become inactive and unstaffed. The waiver request shall be signed and certified in accordance with Part II K. If this waiver is granted, a copy of the request and the department written approval of the waiver shall be maintained with the SWPPP.
   c. If circumstances change and industrial materials or activities become exposed to stormwater, or the facility becomes either active or staffed, the permittee shall notify the department within 30 days, and all quarterly visual monitoring, routine facility inspections, and monitoring requirements shall be resumed immediately.
   d. The department retains the right to revoke this waiver when it is determined that the discharge is causing, has a reasonable potential to cause, or contributes to a water quality standards violation.
   e. Inactive and unstaffed facilities covered under Sector G (Metal Mining) and Sector H (Coal Mines and Coal Mining-Related Facilities) are not required to meet the "no industrial materials or activities exposed to stormwater" standard to be eligible for this waiver, consistent with the conditional exemption requirements established in Part IV Sector G and Part IV Sector H.

5. Reporting monitoring results.
   a. Reporting to the department. The permittee shall follow the reporting requirements and deadlines in Table 70-4 for the types of monitoring that apply to the facility:

TABLE 70-4 MONITORING REPORTING REQUIREMENTS	
Semiannual Monitoring	Submit the results by January 10 and by July 10.
Quarterly Visual Monitoring	Retain results with SWPPP - do not submit unless requested to do so by the department.

Permittees shall submit results for each outfall associated with industrial activity according to the requirements of Part II C.

b. Significant digits. The permittee shall report at least the same number of significant digits as a numeric effluent limitation or TMDL wasteload allocation for a given parameter; otherwise, at least two significant digits shall be reported for a given parameter. Regardless of the rounding convention used by the permittee (i.e., five always rounding up or to the nearest even number), the permittee shall use the convention consistently and shall ensure that consulting laboratories employed by the permittee use the same convention.

6. Corrective actions.
   a. The permittee shall take corrective action whenever:
      (1) Routine facility inspections, inspections by local, state or federal officials, or any other process, observation or event result in a determination that modifications to the stormwater control measures are necessary to meet the permit requirements;
      (2) There is any exceedance of an effluent limitation (including coal pile runoff), TMDL wasteload allocation, or a reduction required by a local ordinance established by a municipality to meet Chesapeake Bay TMDL requirements; or
      (3) The department determines, or the permittee becomes aware, that the stormwater control measures are not stringent enough for the discharge to meet applicable water quality standards, or
      (4) Benchmark monitoring results exceed the benchmark concentration value for a parameter.

      The permittee shall review the SWPPP and modify it as necessary to address any deficiencies. Revisions to the SWPPP shall be completed within 60 days following the discovery of the deficiency. When control measures need to be modified or added (distinct from regular preventive maintenance of existing control measures described in Part III C), implementation shall be completed before the next anticipated storm event if possible, but no later than 60 days after the deficiency is discovered, or as otherwise provided or approved by the department. In cases where construction is necessary to implement control measures, the permittee shall include a schedule in the SWPPP that provides for the completion of the control measures as expeditiously as practicable, but no later than three years after the deficiency is discovered. Where a construction compliance schedule is included in the SWPPP, the SWPPP shall include appropriate nonstructural and temporary controls to be implemented in the affected portion of the facility before completion of the permanent control measure. Any corrective actions taken shall be documented and retained with the SWPPP. Any control measure modifications shall be dated and document the amount of time taken to modify the applicable control measures or implement additional control measures.
   b. Natural background pollutant levels. If the concentration of a pollutant exceeds a benchmark concentration value and the permittee determines that exceedance of the benchmark is attributable solely to the presence of that pollutant in the natural background, corrective action is not required provided that:
      (1) The concentration of the benchmark monitoring result is less than or equal to the concentration of that pollutant in the natural background;
      (2) The permittee documents and maintains with the SWPPP the supporting rationale for concluding that benchmark exceedances are in fact attributable solely to natural background pollutant levels. The supporting rationale shall include any data previously collected by the facility or others (including literature studies) that describe the levels of natural background pollutants in the facility's stormwater discharges; and
      (3) The permittee notifies the department on the benchmark monitoring DMR that the benchmark exceedances are attributable solely to natural background pollutant levels. Natural background pollutants include those substances that are naturally occurring in soils or groundwater. Natural background pollutants do not include legacy pollutants

from earlier activity on the facility's site, or pollutants in run-on from neighboring sources that are not naturally occurring.

c. Follow-up reporting. If at any time monitoring results show that discharges from the facility exceed an effluent limitation or a TMDL wasteload allocation, or the department determines that discharges from the facility are causing or contributing to an exceedance of a water quality standard, immediate steps shall be taken to eliminate the exceedances in accordance with the above Part I A 6. Within 30 calendar days of implementing the relevant corrective action, an exceedance report shall be submitted to the department and shall be signed in accordance with Part II K. The following information shall be included in the report:
   (1) General permit registration number;
   (2) Facility name and address;
   (3) Receiving water for each outfall exceeding an effluent limitation of TMDL wasteload allocation;
   (4) Monitoring data from the event being reported;
   (5) A narrative description of the situation;
   (6) A description of actions taken since the event was discovered and steps taken to minimize to the extent feasible pollutants in the discharge; and
   (7) A local facility contact name, email address, and phone number.

B. Special conditions.

1. Authorized nonstormwater discharges. Except as provided in this section or in Part IV, all discharges covered by this permit shall be composed entirely of stormwater. The following nonstormwater discharges are authorized by this permit:
   a. Discharges from emergency firefighting activities or firefighting training activities managed in a manner to avoid an instream impact in accordance with § 9.1-207.1 of the Code of Virginia;
   b. Fire hydrant flushings, managed in a manner to avoid an instream impact;
   c. Potable water, including water line flushings, managed in a manner to avoid an instream impact;
   d. Uncontaminated condensate from air conditioners, coolers, and other compressors and from the outside storage of refrigerated gases or liquids;
   e. Irrigation drainage;
   f. Landscape watering provided all pesticides, herbicides, and fertilizer have been applied in accordance with the approved labeling;
   g. Routine external building washdown provided no soaps, solvents or detergents are used, external building surfaces do not contain hazardous substances, and the wash water is filtered, settled, or similarly treated before discharge;
   h. Pavement wash waters provided no soaps, solvents, detergents or hazardous cleaning products are used, and no spills or leaked material of toxic or hazardous materials have occurred (unless all spilled or leaked material is being removed before washing), and the wash water is filtered, settled, or similarly treated before discharge;
   i. Uncontaminated groundwater or spring water;
   j. Foundation or footing drains where flows are not contaminated with process materials; and
   k. Incidental windblown mist from cooling towers that collects on rooftops or adjacent portions of the facility, but not intentional discharges from the cooling tower (e.g., "piped" cooling tower blowdown or drains).

   All other nonstormwater discharges are not authorized and shall either be eliminated or covered under a separate VPDES permit.

2. Releases of hazardous substances or oil in excess of reportable quantities. The discharge of hazardous substances or oil in the stormwater discharges from the facility shall be

prevented or minimized in accordance with the SWPPP for the facility. This permit does not authorize the discharge of hazardous substances or oil resulting from an on-site spill. This permit does not relieve the permittee of the reporting requirements of 40 CFR Part 110, 40 CFR Part 117, and 40 CFR Part 302 or § 62.1-44.34:19 of the Code of Virginia.

Where a release containing a hazardous substance or oil in an amount equal to or in excess of a reportable quantity established under either 40 CFR Part 110, 40 CFR Part 117, or 40 CFR Part 302 occurs during a 24-hour period:

a. The permittee is required to notify the department in accordance with the requirements of Part II G as soon as he has knowledge of the discharge;
b. Where a release enters an MS4, the permittee shall also notify the owner of the MS4; and
c. The SWPPP required under Part III shall be reviewed to identify measures to prevent the reoccurrence of the releases and to respond to the releases, and the SWPPP shall be modified where appropriate.

3. Colocated industrial activity. If the facility has industrial activities occurring on-site which are described by any of the activities in Part IV of the permit, those industrial activities are considered to be colocated industrial activities. Stormwater discharges from colocated industrial activities are authorized by this permit, provided that the permittee complies with any and all additional SWPPP and monitoring requirements from Part IV applicable to that particular colocated industrial activity. The permittee shall be responsible for additional SWPPP and monitoring requirements applicable to the colocated industrial activity by examining the narrative descriptions of all discharges covered under this section.

4. The stormwater discharges authorized by this permit may be combined with other sources of stormwater that are not required to be covered under a VPDES permit, so long as the combined discharge is in compliance with this permit.

5. There shall be no discharge of waste, garbage, or floating debris in other than trace amounts.

6. Approval for coverage under this general permit does not relieve the permittee of the responsibility to comply with any other applicable federal, state, or local statute, ordinance, or regulation.

7. Discharges to waters subject to TMDL wasteload allocations. Owners of facilities that are a source of the specified pollutant of concern to waters for which a TMDL wasteload allocation has been approved before by EPA before the term of this permit shall incorporate measures and controls into the SWPPP required by Part III that are consistent with the assumptions and requirements of the TMDL. The department will provide written notification to the owner that a facility is subject to the TMDL requirements. The facility's SWPPP shall specifically address any conditions or requirements included in the TMDL that are applicable to discharges from the facility. If the TMDL establishes a specific numeric wasteload allocation that applies to discharges from the facility, the owner shall perform any required monitoring in accordance with Part I A 1 c (3), and implement control measures designed to meet that allocation.

8. Discharges through a regulated MS4 to waters subject to the Chesapeake Bay TMDL. In addition to the requirements of this permit, any facility with industrial activity stormwater discharges through a regulated MS4 that is notified by the MS4 operator that the locality has adopted ordinances to meet the Chesapeake Bay TMDL shall incorporate measures and controls into its SWPPP to comply with applicable local TMDL ordinance requirements.

9. Expansion of facilities that discharge to waters subject to the Chesapeake Bay TMDL. Virginia's Phase I Chesapeake Bay TMDL Watershed Implementation Plan (November 29, 2010), states that the wasteloads from any expansion of an existing permitted facility discharging stormwater in the Chesapeake Bay watershed cannot exceed the nutrient and sediment loadings that were discharged from the expanded portion of the land before the land being developed for the expanded industrial activity.
    a. For any industrial activity area expansions (i.e., construction activities, including clearing, grading, and excavation activities) that begin on or after July 1, 2024, the permittee shall document in the SWPPP the information and calculations used to determine the nutrient and sediment loadings discharged from the expanded land area before the land was developed, and the measures and controls that were employed to meet the no net increase of stormwater nutrient and sediment load as a result of the expansion of the industrial activity. Any land disturbance that is exempt from permitting under the VPDES construction stormwater general permit regulation (9VAC25-880) is exempt from this requirement.
    b. The permittee may use the VSMP water quality design criteria to meet the requirements of Part I B 10 a. Under this criteria, the total phosphorus load shall not exceed the greater of (i) the total phosphorus load that was discharged from the expanded portion of the land before the land being developed for the industrial activity or (ii) 0.41 pounds per acre per year. Compliance with the water quality design criteria may be determined utilizing the Virginia Runoff Reduction Method or another equivalent methodology approved by the department. Design specifications and pollutant removal efficiencies for specific BMPs can be found on the Virginia Stormwater BMP Clearinghouse website.
    c. The permittee may consider utilization of any pollutant trading or offset program in accordance with §§ 62.1-44.19:20 through 62.1-44.19:23 of the Code of Virginia, governing trading and offsetting, to meet the no net increase requirement.

10. Water quality protection. The discharges authorized by this permit shall be controlled as necessary to meet applicable water quality standards. The department expects that compliance with the conditions in this permit will control discharges as necessary to meet applicable water quality standards.

11. Adding or deleting stormwater outfalls. The permittee may add new or delete existing stormwater outfalls at the facility as necessary and appropriate. The permittee shall update the SWPPP and notify the department of all outfall changes within 30 days of the change. The permittee shall submit a copy of the updated SWPPP site map with this notification.

12. Antidegradation requirements for new or increased discharges to high quality waters. Facilities that add new outfalls, or increase their discharges from existing outfalls that discharge directly to high quality waters designated under Virginia's water quality standards antidegradation policy under 9VAC25-260-30 A 2 may be notified by the department that additional control measures, or other permit conditions are necessary to comply with the applicable antidegradation requirements, or may be notified that an individual permit is required in accordance with 9VAC25-31-170 B 3.

13. Termination of permit coverage.
    a. The owner may terminate coverage under this general permit by filing a complete notice of termination with the department. The notice of termination may be filed after one or more of the following conditions have been met:
        (1) Operations have ceased at the facility and there are no longer discharges of stormwater associated with industrial activity from the facility;
        (2) A new owner has assumed responsibility for the facility. A notice of termination does not have to be submitted if a VPDES Change of Ownership Agreement Form has been submitted;

(3) All stormwater discharges associated with industrial activity have been covered by an individual VPDES permit; or
(4) Termination of coverage is being requested for another reason, provided the department agrees that coverage under this general permit is no longer needed.

b. The notice of termination shall contain the following information:
(1) Owner's name, mailing address, telephone number, and email address (if available);
(2) Facility name and location;
(3) VPDES industrial stormwater general permit registration number;
(4) The basis for submitting the notice of termination, including:
(a) A statement indicating that a new owner has assumed responsibility for the facility;
(b) A statement indicating that operations have ceased at the facility, and there are no longer discharges of stormwater associated with industrial activity from the facility;
(c) A statement indicating that all stormwater discharges associated with industrial activity have been covered by an individual VPDES permit; or
(d) A statement indicating that termination of coverage is being requested for another reason and a description of the reason; and
(5) The following certification: "I certify under penalty of law that all stormwater discharges associated with industrial activity from the identified facility that are authorized by this VPDES general permit have been eliminated, or covered under a VPDES individual permit, or that I am no longer the owner of the industrial activity, or permit coverage should be terminated for another reason listed above. I understand that by submitting this notice of termination, that I am no longer authorized to discharge stormwater associated with industrial activity in accordance with the general permit, and that discharging pollutants in stormwater associated with industrial activity to surface waters is unlawful where the discharge is not authorized by a VPDES permit. I also understand that the submittal of this notice of termination does not release an owner from liability for any violations of this permit or the Clean Water Act."

c. The notice of termination shall be signed in accordance with Part II K.

d. The notice of termination shall be submitted to the DEQ regional office serving the area where the industrial facility is located.

Part II. Conditions Applicable To All VPDES Permits

A. Monitoring.

1. Samples and measurements taken as required by this permit shall be representative of the monitored activity.

2. Monitoring shall be conducted according to procedures approved under 40 CFR Part 136 or alternative methods approved by the U.S. Environmental Protection Agency, unless other procedures have been specified in this permit.

3. The permittee shall periodically calibrate and perform maintenance procedures on all monitoring and analytical instrumentation at intervals that will ensure accuracy of measurements.

4. Samples taken as required by this permit shall be analyzed in accordance with 1VAC30-45, (Certification for Noncommercial Environmental Laboratories), or 1VAC30-46 (Accreditation for Commercial Environmental Laboratories).

B. Records.

1. Records of monitoring information shall include:
   a. The date, exact place, and time of sampling or measurements;
   b. The individuals who performed the sampling or measurements;
   c. The dates and times analyses were performed;
   d. The individuals who performed the analyses;
   e. The analytical techniques or methods used; and
   f. The results of such analyses.

2. The permittee shall retain copies of the SWPPP, including any modifications made during the term of this permit, records of all monitoring information, including all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by this permit, and records of all data used to complete the registration statement for this permit, for a period of at least three years from the date that coverage under this permit expires or is terminated. This period of retention shall be extended automatically during the course of any unresolved litigation regarding the regulated activity or regarding control standards applicable to the permittee, or as requested by the department.

C. Reporting Monitoring Results.

1. The permittee shall submit the results of the monitoring required by this permit not later than the 10th day of the month after monitoring takes place, unless another reporting schedule is specified elsewhere in this permit. Monitoring results shall be submitted to the department's regional office.

2. Monitoring results shall be reported in the department's electronic discharge monitoring report (e-DMR) system. All reports and forms submitted in compliance with this permit shall be submitted electronically by the permittee in accordance with 9VAC25-31-1020.

3. If the permittee monitors any pollutant specifically addressed by this permit more frequently than required by this permit using test procedures approved under 40 CFR Part 136 or using other

test procedures approved by the U.S. Environmental Protection Agency or using procedures specified in this permit, the results of this monitoring shall be included in the calculation and reporting of the data submitted in e-DMR or reporting form specified by the department.

4. Calculations for all limitations which require averaging of measurements shall utilize an arithmetic mean unless otherwise specified in this permit.

D. Duty to Provide Information.

The permittee shall furnish to the Department, within a reasonable time, any information that the department may request to determine whether cause exists for modifying, revoking and reissuing, or terminating coverage under this permit or to determine compliance with this permit. The department may require the permittee to furnish, on request, plans, specifications, and other pertinent information as may be necessary to determine the effect of the wastes from the discharge on the quality of state waters, or such other information as may be necessary to accomplish the purposes of the State Water Control Law. The permittee shall also furnish to the department on request, copies of records required to be kept by this permit.

E. Compliance Schedule Reports.

Reports of compliance or noncompliance with, or any progress reports on, interim and final requirements contained in any compliance schedule of this permit shall be submitted no later than 14 days following each schedule date.

F. Unauthorized Discharges.

Except in compliance with this permit, or another permit issued by the Department, it shall be unlawful for any person to:

1. Discharge into state waters sewage, industrial wastes, other wastes, or any noxious or deleterious substances; or

2. Otherwise alter the physical, chemical or biological properties of such state waters and make them detrimental to the public health, or to animal or aquatic life, or to the use of state waters for domestic or industrial consumption, or for recreation, or for other uses.

G. Reports of Unauthorized Discharges.

Any permittee who discharges or causes or allows a discharge of sewage, industrial waste, other wastes or any noxious or deleterious substance into or upon state waters in violation of Part II F; or who discharges or causes or allows a discharge that may reasonably be expected to enter state waters in violation of Part II F, shall notify the department of the discharge immediately upon discovery of the discharge, but in no case later than 24 hours after the discovery. A written report of the unauthorized discharge shall be submitted to the department within five days of discovery of the discharge. The written report shall contain:

1. A description of the nature and location of the discharge;
2. The cause of the discharge;
3. The date on which the discharge occurred;
4. The length of time that the discharge continued;
5. The volume of the discharge;
6. If the discharge is continuing, how long it is expected to continue;
7. If the discharge is continuing, what the expected total volume of the discharge will be; and

8. Any steps planned or taken to reduce, eliminate and prevent a recurrence of the present discharge or any future discharges not authorized by this permit.

Discharges reportable to the department under the immediate reporting requirements of other regulations are exempted from this requirement.

H. Reports of Unusual or Extraordinary Discharges.

If any unusual or extraordinary discharge including a bypass or upset should occur from a treatment works and the discharge enters or could be expected to enter state waters, the permittee shall promptly notify, in no case later than 24 hours, the department after the discovery of the discharge. This notification shall provide all available details of the incident, including any adverse affects on aquatic life and the known number of fish killed. The permittee shall reduce the report to writing and shall submit it to the department within five days of discovery of the discharge in accordance with Part II I 1 b. Unusual and extraordinary discharges include any discharge resulting from:

1. Unusual spillage of materials resulting directly or indirectly from processing operations;
2. Breakdown of processing or accessory equipment;
3. Failure or taking out of service some or all of the treatment works; and
4. Flooding or other acts of nature.

I. Reports of Noncompliance.

1. The permittee shall report any noncompliance that may adversely affect state waters or may endanger public health.
   a. A report shall be provided within 24 hours from the time the permittee becomes aware of the circumstances. The following shall be included as information which shall be reported within 24 hours under Part II I:
      (1) Any unanticipated bypass; and
      (2) Any upset that causes a discharge to surface waters.
   b. A written report shall be submitted within five days and shall contain:
      (1) A description of the noncompliance and its cause;
      (2) The period of noncompliance, including exact dates and times, and if the noncompliance has not been corrected, the anticipated time it is expected to continue; and
      (3) Steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance.

   The department may waive the written report on a case-by-case basis for reports of noncompliance under Part II I if the oral report has been received within 24 hours and no adverse impact on state waters has been reported.

2. The permittee shall report all instances of noncompliance not reported under Part II I 1 in writing, at the time the next monitoring reports are submitted. The reports shall contain the information listed in Part II I 1.

3. The immediate (within 24 hours) reports required in Part II G, Hand I shall be made to the department's regional office. Reports may be made by telephone or online at https://www.deq.virginia.gov/our-programs/pollution-response. For reports outside normal working hours, the online portal shall be used. For emergencies, call the Virginia Department of Emergency Management’s Emergency Operations Center (24-hour) at 1-800-468-8892.

J. Notice of Planned Changes.

1. The permittee shall give notice to the department as soon as possible of any planned physical alterations or additions to the permitted facility. Notice is required only when:
   a. The permittee plans alteration or addition to any building, structure, facility, or installation from which there is or may be a discharge of pollutants, the construction of which began:

      (1) After promulgation of standards of performance under § 306 of Clean Water Act which are applicable to the source; or
      (2) After proposal of standards of performance in accordance with § 306 of Clean Water Act that are applicable to the source, but only if the standards are promulgated in accordance with § 306 within 120 days of their proposal;
   b. The alteration or addition could significantly change the nature or increase the quantity of pollutants discharged. This notification applies to pollutants that are subject neither to effluent limitations nor to notification requirements specified elsewhere in this permit; or
   c. The alteration or addition results in a significant change in the permittee's sludge use or disposal practices, and the alteration, addition, or change may justify the application of permit conditions that are different from or absent in the existing permit, including notification of additional use or disposal sites not reported during the permit application process or not reported pursuant to an approved land application plan.

2. The permittee shall give advance notice to the Department of any planned changes in the permitted facility or activity that may result in noncompliance with permit requirements.

K. Signatory Requirements.

1. Registration Statements. All registration statements shall be signed as follows:
   a. For a corporation: by a responsible corporate officer. For the purpose of this section, a responsible corporate officer means (i) 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 (ii) the manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that 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 registration requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;
   b. For a partnership or sole proprietorship: by a general partner or the proprietor, respectively; or
   c. For a municipality, state, federal, or other public agency: by either a principal executive officer or ranking elected official. For purposes of this section, a principal executive officer of a public agency includes (i) the chief executive officer of the agency, or (ii) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency.

2. Reports. All reports required by permits, and other information requested by the department shall be signed by a person described in Part II K 1 or by a duly authorized representative of that person. A person is a duly authorized representative only if:
   a. The authorization is made in writing by a person described in Part II K 1;
   b. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity (e.g., the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the

company. A duly authorized representative may thus be either a named individual or any individual occupying a named position; and

c. The written authorization is submitted to the department.

3. Changes to authorization. If an authorization under Part II K 2 is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, a new authorization satisfying the requirements of Part II K 2 shall be submitted to the department before or together with any reports, or information to be signed by an authorized representative.

4. Certification. Any person signing a document under Part II K 1 or 2 shall make the following 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."

L. Duty to Comply.

The permittee shall comply with all conditions of this permit. Any permit noncompliance constitutes a violation of the State Water Control Law and the Clean Water Act, except that noncompliance with certain provisions of this permit may constitute a violation of the State Water Control Law but not the Clean Water Act. Permit noncompliance is grounds for enforcement action; for permit coverage termination or denial of a permit coverage renewal.

The permittee shall comply with effluent standards or prohibitions established under § 307(a) of the Clean Water Act for toxic pollutants within the time provided in the regulations that establish these standards even if this permit has not yet been modified to incorporate the requirement.

M. Duty to Reapply.

If the permittee wishes to continue an activity regulated by this permit after the expiration date of this permit, the permittee shall submit a new registration statement at least 60 days before the expiration date of the existing permit, unless permission for a later date has been granted by the department. The department shall not grant permission for registration statements to be submitted later than the expiration date of the existing permit.

N. Effect of a Permit.

This permit neither conveys any property rights in either real or personal property or any exclusive privilege, nor authorizes any injury to private property or invasion of personal rights, or any infringement of federal, state or local law or regulations.

O. State Law.

Nothing in this permit shall be construed to preclude the institution of any legal action under, or relieve the permittee from any responsibilities, liabilities, or penalties established pursuant to any other state law or regulation or under authority preserved by § 510 of the Clean Water Act. Except as provided in permit conditions on bypassing as described in Part II U, and upset (as described in Part II V, nothing in this permit shall be construed to relieve the permittee from civil and criminal penalties for noncompliance.

P. Oil and Hazardous Substance Liability.

Nothing in this permit shall be construed to preclude the institution of any legal action or relieve the permittee from any responsibilities, liabilities, or penalties to which the permittee is or may be subject under §§ 62.1-44.34:14 through 62.1-44.34:23 of the State Water Control Law.

Q. Proper Operation and Maintenance.

The permittee shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) that are installed or used by the permittee to achieve compliance with the conditions of this permit. Proper operation and maintenance also includes effective plant performance, adequate funding, adequate staffing, and adequate laboratory and process controls, including appropriate quality assurance procedures. This provision requires the operation of back-up or auxiliary facilities or similar systems that are installed by the permittee only when the operation is necessary to achieve compliance with the conditions of this permit.

R. Disposal of Solids or Sludges.

Solids, sludges or other pollutants removed in the course of treatment or management of pollutants shall be disposed of in a manner so as to prevent any pollutant from the materials from entering state waters.

S. Duty to Mitigate.

The permittee shall take all reasonable steps to minimize or prevent any discharge or sludge use or disposal in violation of this permit which has a reasonable likelihood of adversely affecting human health or the environment.

T. Need to Halt or Reduce Activity not a Defense.

It shall not be a defense for a permittee in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this permit.

U. Bypass

1. "Bypass" means the intentional diversion of waste streams from any portion of a treatment facility. The permittee may allow any bypass to occur that does not cause effluent limitations to be exceeded, but only if it also is for essential maintenance to assure efficient operation. These bypasses are not subject to the provisions of Part II U 2 and 3.

2. Notice
   a. Anticipated bypass. If the permittee knows in advance of the need for a bypass, prior notice shall be submitted, if possible at least 10 days before the date of the bypass.
   b. Unanticipated bypass. The permittee shall submit notice of an unanticipated bypass as required in Part II I.

3. Prohibition of bypass.
   a. Bypass is prohibited, and the department may take enforcement action against a permittee for bypass, unless:
      (1) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;

(2) There were no feasible alternatives to the bypass (e.g., the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and

(3) The permittee submitted notices as required under Part II U 2.

b. The department may approve an anticipated bypass, after considering its adverse effects, if the department determines that it will meet the three conditions listed above in Part II U 3 a.

V. Upset.

1. An upset constitutes an affirmative defense to an action brought for noncompliance with technology based permit effluent limitations if the requirements of Part II V 2 are met. A determination made during administrative review of claims that noncompliance was caused by upset, and before an action for noncompliance, is not a final administrative action subject to judicial review.

2. A permittee who wishes to establish the affirmative defense of upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:
   a. An upset occurred and that the permittee can identify the causes of the upset;
   b. The permitted facility was at the time being properly operated;
   c. The permittee submitted notice of the upset as required in Part II I; and
   d. The permittee complied with any remedial measures required under Part II S.

3. In any enforcement proceeding the permittee seeking to establish the occurrence of an upset has the burden of proof.

W. Inspection and Entry.

The permittee shall allow the director, or an authorized representative, including an authorized contractor acting as a representative of the administrator, upon presentation of credentials and other documents as may be required by law, to:

1. Enter on the permittee's premises where a regulated facility or activity is located or conducted, or where records must be kept under the conditions of this permit;

2. Have access to and copy, at reasonable times, any records that must be kept under the conditions of this permit;

3. Inspect at reasonable times any facilities, equipment (including monitoring and control equipment), practices, or operations regulated or required under this permit; and

4. Sample or monitor at reasonable times, for the purposes of assuring permit compliance or as otherwise authorized by the Clean Water Act and the State Water Control Law, any substances or parameters at any location.

For purposes of this section, the time for inspection shall be deemed reasonable during regular business hours, and whenever the facility is discharging. Nothing contained in this general permit shall make an inspection unreasonable during an emergency.

X. Permit Actions.

Permit coverages may be terminated for cause. The filing of a request by the permittee for a permit termination, or a notification of planned changes or anticipated noncompliance does not stay any permit condition.

Y. Transfer of Permits.

1. Permits are not transferable to any person except after notice to the department.

2. Coverage under this permit may be automatically transferred to a new permittee if:
   a. The current permittee notifies the department within 30 days of the transfer of the title to the facility or property; unless permission for a later date has been granted by the department;
   b. The notice includes a written agreement between the existing and new permittees containing a specific date for transfer of permit responsibility, coverage, and liability between them; and
   c. The department does not notify the existing permittee and the proposed new permittee of its intent to deny the new permittee coverage under the permit. If this notice is not received, the transfer is effective on the date specified in the agreement mentioned in Part II Y 2 b.

Z. Severability.

The provisions of this permit are severable, and if any provision of this permit or the application of any provision of this permit to any circumstance is held invalid, the application of such provision to other circumstances, and the remainder of this permit, shall not be affected thereby.

Part III. Stormwater Pollution Prevention Plan

A stormwater pollution prevention plan (SWPPP) shall be developed and implemented for the facility covered by this permit. The SWPPP is intended to document the selection, design, and installation of control measures, including BMPs, to minimize the pollutants in all stormwater discharges from the facility, and to meet applicable effluent limitations and water quality standards.

The SWPPP requirements of this general permit may be fulfilled, in part, by incorporating by reference other plans or documents (i.e., a spill prevention control and countermeasure (SPCC) plan developed for the facility under § 311 of the Clean Water Act, or best management practices (BMP) programs otherwise required for the facility, provided that the incorporated plan meets or exceeds the plan requirements of Part III B. All plans incorporated by reference into the SWPPP become enforceable under this permit. If a plan incorporated by reference does not contain all of the required elements of the SWPPP of Part III B, the permittee shall develop the missing SWPPP elements and include them in the required plan.

A. Deadlines for SWPPP preparation and compliance.

1. Facilities that were covered under the 2019 Industrial Stormwater General Permit. Owners of facilities that were covered under the 2019 Industrial Stormwater General Permit who are continuing coverage under this general permit shall update and implement any revisions to the SWPPP within 90 days of the department granting coverage under this permit.

2. New facilities, facilities previously covered by an expiring individual permit, and existing facilities not currently covered by a VPDES permit. Owners of new facilities, facilities previously covered by an expiring individual permit, and existing facilities not currently covered by a VPDES permit who elect to be covered under this general permit shall prepare and implement the SWPPP before submitting the registration statement.

3. New owners of existing facilities. Where the owner of an existing facility that is covered by this permit changes, the new owner of the facility shall update and implement any revisions to the SWPPP within 60 days of the ownership change.

4. Extensions. Upon a showing of good cause, the director may establish a later date in writing for the preparation and compliance with the SWPPP.

B. Contents of the SWPPP.

The contents of the SWPPP shall comply with the requirements listed below and those in the appropriate sectors of Part IV. These requirements are cumulative. If a facility has colocated industrial activities that are covered in more than one sector of Part IV, that facility's SWPPP shall comply with the requirements listed in all applicable sectors. The following requirements are applicable to all SWPPPs developed under this general permit. The SWPPP shall include, at a minimum, the following items:

1. Pollution prevention team. The SWPPP shall identify the staff individuals by name or title who comprise the facility's stormwater pollution prevention team. The pollution prevention team is responsible for assisting the facility or plant manager in developing, implementing, maintaining, revising and ensuring compliance with the facility's SWPPP. Specific responsibilities of each staff individual on the team shall be identified and listed.

2. Site description. The SWPPP shall include the following:
   a. A description of the industrial activities at the facility.

b. A site map identifying the following:
   (1) The boundaries of the property and the size of the property in acres;
   (2) The location and extent of significant structures and impervious surfaces;
   (3) Locations of all stormwater conveyances, including ditches, pipes, swales, and inlets, and the directions of stormwater flow using arrows to indicate which direction stormwater will flow;
   (4) Locations of all stormwater control measures, including BMPs;
   (5) Locations of all surface water bodies, including wetlands;
   (6) Locations of potential pollutant sources identified under Part III B 3;
   (7) Locations where significant spills or leaks identified under Part III B 3 c have occurred;
   (8) Locations of stormwater outfalls.
      (a) An approximate outline of the area draining to each outfall;
      (b) The drainage area of each outfall in acres;
      (c) The longitude and latitude of each outfall;
      (d) The location of any MS4 conveyance receiving discharge from the facility; and
      (e) Each outfall shall be identified with a unique numerical identification code. For example: Outfall Number 001, Outfall Number 002, etc.;
   (9) Location and description of all nonstormwater discharges;
   (10) Location of any storage piles containing salt;
   (11) Locations and sources of suspected run-on to the site from an adjacent property if the run-on is suspected of containing significant quantities of pollutants; and
   (12) Locations of all stormwater monitoring points.

c. Receiving waters and wetlands. The name of all surface waters receiving discharges from the site, including intermittent streams, dry sloughs, and arroyos. Provide a description of wetland sites that may receive discharges from the facility. If the facility discharges through an MS4, identify the MS4 operator, and the receiving water to which the MS4 discharges.

3. Summary of potential pollutant sources. The SWPPP shall identify each separate area at the facility where industrial materials or activities are exposed to stormwater. Industrial materials or activities include material handling equipment or activities, industrial machinery, raw materials, industrial production and processes, intermediate products, byproducts, final products, and waste products. Material handling activities include the storage, loading and unloading, transportation, disposal, or conveyance of any raw material, intermediate product, final product or waste product. For each separate area identified, the description shall include:
   a. Activities in the area. A list of the industrial activities exposed to stormwater.
   b. Pollutants. A list of the pollutants, pollutant constituents, or industrial chemicals associated with each industrial activity that could potentially be exposed to stormwater. The pollutant list shall include all significant materials handled, treated, stored or disposed that have been exposed to stormwater in the three years before the date this SWPPP was prepared or amended. The list shall include any hazardous substances or oil at the facility.
   c. Spills and leaks. The SWPPP shall clearly identify areas where potential spills and leaks that can contribute pollutants to stormwater discharges can occur and their corresponding outfalls. The SWPPP shall include a list of significant spills and leaks of toxic or hazardous pollutants that actually occurred at exposed areas, or that drained to a stormwater conveyance during the three-year period before the date this SWPPP was prepared or amended. The list shall be updated within 60 days of the incident if significant spills or leaks occur in exposed areas of the facility during the term of the permit.
   d. Sampling data. The SWPPP shall include stormwater discharge sampling data collected during the previous three years.

4. Stormwater controls.
   a. Control measures shall be implemented for all the areas identified in Part III B 3 to prevent or control pollutants in stormwater discharges from the facility. Regulated stormwater discharges from the facility include stormwater run-on that commingles with stormwater

discharges associated with industrial activity at the facility. The SWPPP shall describe the type, location and implementation of all control measures for each area where industrial materials or activities are exposed to stormwater.

Selection of control measures shall take into consideration:

(1) That preventing stormwater from coming into contact with polluting materials is generally more effective, and less costly, than trying to remove pollutants from stormwater;

(2) Control measures generally shall be used in combination with each other for most effective water quality protection;

(3) Assessing the type and quantity of pollutants, including their potential to impact receiving water quality, is critical to designing effective control measures;

(4) That minimizing impervious areas at the facility can reduce runoff and improve groundwater recharge and stream base flows in local streams (however, care must be taken to avoid groundwater contamination);

(5) Flow attenuation by use of open vegetated swales and natural depressions can reduce instream impacts of erosive flows;

(6) Conservation or restoration of riparian buffers will help protect streams from stormwater runoff and improve water quality; and

(7) Treatment interceptors (e.g., swirl separators and sand filters) may be appropriate in some instances to minimize the discharge of pollutants.

b. Nonnumeric technology-based effluent limits. The permittee shall implement the following types of control measures to prevent and control pollutants in the stormwater discharges from the facility, unless it can be demonstrated and documented that such controls are not relevant to the discharges.

(1) Good housekeeping. The permittee shall keep clean all exposed areas of the facility that are potential sources of pollutants to stormwater discharges. The permittee shall perform the following good housekeeping measures to minimize pollutant discharges:

(a) The SWPPP shall include a schedule for regular pickup and disposal of waste materials, along with routine inspections for leaks and conditions of drums, tanks, and containers;

(b) As feasible, the facility shall sweep or vacuum;

(c) Store materials in containers constructed of appropriate materials;

(d) Manage all waste containers to prevent a discharge of pollutants;

(e) Minimize the potential for waste, garbage, and floatable debris to be discharged by keeping areas exposed to stormwater free of such materials or by intercepting the materials before discharge; and

(f) Facilities that handle pre-production plastic or plastic waste shall implement BMPs to eliminate stormwater discharges of plastics.

(2) Eliminating and minimizing exposure. To the extent practicable, manufacturing, processing, and material storage areas (including loading and unloading, storage, disposal, cleaning, maintenance, and fueling operations) shall be located inside, or protected by a storm-resistant covering to prevent exposure to rain, snow, snowmelt, and runoff. Eliminating exposure at all industrial areas may make the facility eligible for the "Conditional Exclusion for No Exposure" provision of 9VAC25-31-120 E, thereby eliminating the need to have a permit. Unless infeasible, facilities shall implement the following:

(a) Use grading, berming, or curbing to prevent runoff of contaminated flows and divert run-on away from potential sources of pollutants;

(b) Locate materials, equipment, and activities so that potential leaks and spills are contained, or able to be contained, or diverted before discharge;

(c) Clean up spills and leaks immediately, on discovery of the spills or leaks, using dry methods (e.g., absorbents) to prevent the discharge of pollutants;

(d) Store leaking vehicles and equipment indoors or, if stored outdoors, use drip pans and adsorbents;

(e) Utilize appropriate spill or overflow protections equipment;

(f) Perform all vehicle maintenance or equipment cleaning operations indoors, under cover, or in bermed areas that prevent runoff and run-on and also capture any overspray; and

(g) Drain fluids from equipment and vehicles that will be decommissioned, and for any equipment and vehicles that remain unused for extended periods of time, inspect at least monthly for leaks.

(3) Preventive maintenance. The permittee shall have a preventive maintenance program that includes regular inspection, testing, maintenance and repairing of all industrial equipment and systems to avoid situations that could result in leaks, spills and other releases of pollutants in stormwater discharged from the facility. This program is in addition to the specific control measure maintenance required under Part III C (Maintenance).

(4) Spill prevention and response procedures. The SWPPP shall describe the procedures that will be followed for preventing and responding to spills and leaks, including:

(a) Preventive measures, (e.g., barriers between material storage and traffic areas, secondary containment provisions, and procedures for material storage and handling);

(b) Response procedures, including notification of appropriate facility staff, emergency agencies, and regulatory agencies, and procedures for stopping, containing and cleaning up spills. Measures for cleaning up hazardous material spills or leaks shall be consistent with applicable Resource Conservation and Recovery Act regulations at 40 CFR Part 264 and 40 CFR Part 265. Employees who may cause, detect or respond to a spill or leak shall be trained in these procedures and have necessary spill response equipment available. If possible, one of these individuals shall be a member of the Pollution Prevention Team;

(c) Procedures for plainly labeling containers (e.g., "used oil," "spent solvents," "fertilizers and pesticides," etc.) that could be susceptible to spillage or leakage to encourage proper handling and facilitate rapid response if spills or leaks occur; and

(d) Contact information for individuals and agencies that must be notified of a spill shall be included in the SWPPP, and in other locations where it will be readily available.

(5) Salt storage piles or piles containing salt. Storage piles of salt or piles containing salt used for deicing or other commercial or industrial purposes shall be enclosed or covered to prevent exposure to precipitation. The permittee shall implement appropriate measures (e.g., good housekeeping, diversions, containment) to minimize exposure resulting from adding to or removing materials from the pile. All salt storage piles shall be located on an impervious surface. All runoff from the pile, and runoff that comes in contact with salt, including under drain systems, shall be collected and contained within a bermed basin lined with concrete or other impermeable materials, or within an underground storage tank or tanks, or within an aboveground storage tank, or disposed of through a sanitary sewer (with the permission of the owner of the treatment facility). A combination of any or all of these methods may be used. In no case shall salt contaminated stormwater be allowed to discharge directly to the ground or to surface waters.

(6) Employee training. The permittee shall implement a stormwater employee training program for the facility. The SWPPP shall include a schedule for all types of necessary training, and shall document all training sessions and the employees who received the training. Training shall be provided at least annually for all employees who work in areas where industrial materials or activities are exposed to stormwater, and for employees who are responsible for implementing activities identified in the SWPPP (e.g., inspectors, maintenance staff, etc.). The training shall cover the components and goals of the SWPPP, and include such topics as spill response, good housekeeping, material management practices, control measure operation and maintenance, etc. The SWPPP shall include a summary of any training performed.

(7) Sediment and erosion control. The SWPPP shall identify areas at the facility that, due to topography, land disturbance (e.g., construction, landscaping, site grading), or other factors, have a potential for soil erosion. The permittee shall identify and implement structural, vegetative, and stabilization control measures to prevent or control on-site and off-site erosion and sedimentation. Flow velocity dissipation devices shall be placed at discharge locations and along the length of any outfall channel if the flows would otherwise create erosive conditions.

(8) Management of runoff. The SWPPP shall describe the stormwater runoff management practices (i.e., permanent structural control measures) for the facility. These types of control measures shall be used to divert, infiltrate, reuse, or otherwise reduce pollutants in stormwater discharges from the site.

Structural control measures may require a separate permit under § 404 of the Clean Water Act and the Virginia Water Protection Permit Program Regulation (9VAC25-210) before installation begins.

(9) Dust suppression and vehicle tracking of industrial materials. The permittee shall implement control measures to minimize the generation of dust and off-site tracking of raw, final, or waste materials. Stormwater collected on-site may be used for the purposes of dust suppression or for spraying stockpiles. Potable water, well water, and uncontaminated reuse water may also be used for this purpose. There shall be no direct discharge to surface waters from dust suppression activities or as a result of spraying stockpiles.

(10) Airport deicing operations. The permittee shall minimize, and where practicable eliminate, the use of deicing or anti-icing chemicals in order to reduce the aggregate amount of deicing or anti-icing chemicals used and lessen the environmental impact. The permittee shall minimize contamination of stormwater runoff from aircraft deicing and anti-icing operations and runway deicing operations, if applicable. Where deicing and anti-icing operations occur, the SWPPP shall describe procedures and control measures to manage contaminated stormwater runoff or snow melt (from areas used to dispose contaminated snow) to minimize the amount of pollutants discharged from the site. The following control measure options or their equivalents shall be considered: covering storm sewer inlets, using booms, installing absorptive interceptors in the drain, establishing a dedicated deicing facility with a runoff collection and recovery system; using vacuum or collection trucks; storing contaminated stormwater or deicing fluids in tanks and releasing controlled amounts to a publicly owned treatment works (with permission of the treatment works); collecting contaminated runoff in a wet pond for biochemical decomposition; and directing runoff into vegetative swales or other infiltration measures. Procedures and selected control measures should at all times be consistent with considerations of flight safety.

5. Routine facility inspections. Staff who possess the knowledge and skills to assess conditions and activities that could impact stormwater quality at the facility and who can also evaluate the effectiveness of control measures shall regularly inspect all areas of the facility where industrial materials or activities are exposed to stormwater, areas where spills or leaks have occurred in the past three years, discharge points, and control measures. At least one member of the pollution prevention team shall participate in the routine facility inspections.

The inspection frequency shall be specified in the SWPPP based on a consideration of the level of industrial activity at the facility, but shall be at a minimum of once per calendar quarter unless more frequent intervals are specified elsewhere in the permit or written approval is received from the department for less frequent intervals. Inspections shall be performed during operating

hours. At least once each calendar year, the routine facility inspection shall be conducted during a period when a stormwater discharge is occurring.

The requirement for routine facility inspections is waived for facilities that have maintained an active VEEP E3/E4 status. Certain sectors in Part IV have additional inspection requirements. If the VEEP E3/E4 waiver language is not included for the sector specific inspections, these additional inspection requirements may not be waived.

Any deficiencies in the implementation of the SWPPP that are found shall be corrected as soon as practicable, but not later than within 60 days of the inspection, unless permission for a later date is granted in writing by the director. The results of the inspections shall be documented in the SWPPP and shall include at a minimum:

a. The inspection date;
b. The names of the inspectors;
c. Weather information and a description of any discharges occurring at the time of the inspection;
d. Any previously unidentified discharges of pollutants from the site;
e. Any control measures needing maintenance or repairs;
f. Any failed control measures that need replacement;
g. Any incidents of noncompliance observed; and
h. Any additional control measures needed to comply with the permit requirements.

C. Maintenance.

The SWPPP shall include a description of procedures and a regular schedule for preventive maintenance of all control measures, and shall include a description of the back-up practices that are in place should a runoff event occur while a control measure is off-line. The effectiveness of nonstructural control measures shall also be maintained by appropriate means (e.g., spill response supplies available and staff trained, etc.).

All control measures identified in the SWPPP shall be maintained in effective operating condition and shall be observed at least annually when a stormwater discharge is occurring to ensure that they are functioning correctly. Where discharge locations are inaccessible, nearby downstream locations shall be observed. The observations shall be documented in the SWPPP.

If routine facility inspections required by Part III B 5 identify control measures that are not operating effectively, repairs or maintenance shall be performed before the next anticipated storm event. If maintenance before the next anticipated storm event is not possible, maintenance shall be scheduled and accomplished as soon as practicable, but no later than 60 days of the inspection, unless permission for a later date is granted in writing by the director. In the interim, back-up measures shall be employed and documented in the SWPPP until repairs or maintenance is complete. Documentation shall be kept with the SWPPP of maintenance and repairs of control measures, including the dates of regular maintenance, dates of discovery of areas in need of repair or replacement, dates for repairs, dates that the control measures returned to full function, and the justification for any extended maintenance or repair schedules.

D. Nonstormwater discharges.

1. Discharges of certain sources of nonstormwater listed in Part I B 1 are allowable discharges under this permit. All other nonstormwater discharges are not authorized and shall be either eliminated or covered under a separate VPDES permit.

2. Annual outfall evaluation for unauthorized discharges.

a. The SWPPP shall include documentation that all stormwater outfalls associated with industrial activity have been evaluated annually for the presence of unauthorized discharges. The documentation shall include:
   (1) The date of the evaluation;
   (2) A description of the evaluation criteria used;
   (3) A list of the outfalls or on-site drainage points that were directly observed during the evaluation;
   (4) A description of the results of the evaluation for the presence of unauthorized discharges; and
   (5) The actions taken to eliminate unauthorized discharges if any were identified.

b. The permittee may request in writing to the department that the facility be allowed to conduct annual outfall evaluations at 20% of the outfalls. If approved, the permittee shall evaluate at least 20% of the facility outfalls each year on a rotating basis so that all facility outfalls will be evaluated during the period of coverage under this permit.

E. Signature and SWPPP review.

1. Signature and location. The SWPPP, including revisions to the SWPPP to document any corrective actions taken as required by Part I A 6, shall be signed in accordance with Part II K, dated, and retained on-site at the facility covered by this permit in accordance with Part II B 2. All other changes to the SWPPP, and other permit compliance documentation, shall be signed and dated by the person preparing the change or documentation. For inactive and unstaffed facilities, the plan may be kept at the nearest office of the permittee.

2. Availability. The permittee shall retain a copy of the current SWPPP (hard copy or electronic) required by this permit at the facility, and it shall be immediately available to the department, EPA, or the operator of an MS4 receiving discharges from the site at the time of an on-site inspection or upon request.

3. Required modifications. The permittee shall modify the SWPPP whenever necessary to address all corrective actions required by Part I A 6 a (Data exceeding benchmark concentration values) or Part I A 6 b (Corrective actions). Changes to the SWPPP shall be made in accordance with the corrective action deadlines in Part I A 6 a and Part I A 6 b, and shall be signed and dated in accordance with Part III E 1.

   The director may notify the permittee at any time that the SWPPP, control measures, or other components of the facility's stormwater program do not meet one or more of the requirements of this permit. The notification shall identify specific provisions of the permit that are not being met, and may include required modifications to the stormwater program, additional monitoring requirements, and special reporting requirements. The permittee shall make any required changes to the SWPPP within 60 days of receipt of the notification, unless permission for a later date is granted in writing by the director, and shall submit a written certification to the director that the requested changes have been made.

F. Maintaining an updated SWPPP.

1. The permittee shall review and amend the SWPPP as appropriate whenever:
   a. There is construction or a change in design, operation, or maintenance at the facility that has a significant effect on the discharge, or the potential for the discharge, of pollutants from the facility;
   b. Routine inspections or compliance evaluations determine that there are deficiencies in the control measures, including BMPs;
   c. Inspections by local, state, or federal officials determine that modifications to the SWPPP are necessary;

d. There is a significant spill, leak, or other release at the facility;
e. There is an unauthorized discharge from the facility; or
f. The department notifies the permittee that a TMDL has been developed and applies to the permitted facility, consistent with Part I B.

3. SWPPP modifications shall be made within 60 calendar days after discovery, observation or event requiring an SWPPP modification. Implementation of new or modified control measures (distinct from regular preventive maintenance of existing control measures described in Part III C) shall be initiated before the next storm event if possible, but no later than 60 days after discovery, or as otherwise provided or approved by the director. The amount of time taken to modify a control measure or implement additional control measures shall be documented in the SWPPP.

4. If the SWPPP modification is based on a significant spill, leak, release, or unauthorized discharge, include a description and date of the incident, the circumstances leading to the incident, actions taken in response to the incident, and measures to prevent the recurrence of releases. Unauthorized discharges are subject to the reporting requirements of Part II G of this permit

Part IV. Sector Specific Permit Requirements

The permittee must only comply with the additional requirements of Part IV of this permit that apply to the sectors of industrial activity located at the facility. These sector specific requirements are in addition to the requirements specified in Parts I, II and III of this permit. All numeric effluent limitations and benchmark monitoring concentration values reflect two significant digits, unless otherwise noted.

9VAC25-151-390. Sector AF – Facilities limited to total suspended solids benchmark monitoring requirements.

A. Discharges covered under this section. The requirements listed under this section apply to stormwater discharges associated with industrial activity from facilities with SIC Codes 4011, 4013, 4111-4173, 4212-4231, 4311, and 5171.

B. Benchmark monitoring and reporting requirements. Facilities or stormwater discharges included in this sector are required to monitor their stormwater discharges for the pollutants of concern listed in Table 390.

Table 390
Sector AF- Benchmark Monitoring Requirements

Pollutants of Concern	Benchmark Concentration
Facilities Limited to Total Suspended Solids Benchmark Monitoring Requirements	
Total Suspended Solids (TSS)	100 mg/L

Part V

Chesapeake Bay Total Maximum Daily Load Compliance

A. Chesapeake Bay TMDL Compliance. EPA's Chesapeake Bay TMDL (December 29, 2010) includes wasteload allocations for VPDES permitted industrial stormwater facilities as part of the regulated stormwater aggregate load. EPA used data submitted by Virginia with the Phase I Chesapeake Bay TMDL Watershed Implementation Plan, including the number of industrial stormwater permits per county and the number of urban acres regulated by industrial stormwater permits, as part of their development of the aggregate load. Aggregate loads for industrial stormwater facilities were appropriate because actual facility loading data were not available to develop individual facility wasteload allocations.

Virginia estimated the loadings from industrial stormwater facilities using actual and estimated facility acreage information and total phosphorus (TP) and total nitrogen (TN) loading rates from the Northern Virginia Planning District Commission (NVPDC) Guidebook for Screening Urban Nonpoint Pollution Management Strategies (Annandale, VA November 1979), prepared for the Metropolitan Washington Council of Governments. The loading rates used were as follows:

TP - High (80%) imperviousness industrial; 1.5 lb/ac/yr

TN - High (80%) imperviousness industrial; 12.3 lb/ac/yr

Actual facility area information and TP and TN data collected for facilities subject to Part V of this permit will be used by the department to quantify the nutrient loads from those VPDES permitted industrial stormwater facilities.

1. Facilities that obtained coverage under the 2019 industrial stormwater general permit that demonstrated compliance with the Chesapeake Bay TMDL loading rates.
   a. Owners shall maintain documentation of their demonstration of compliance with the Chesapeake Bay TMDL loading rates with the SWPPP and shall continue implementing any BMPs that may have been developed as part of that demonstration. Documentation may include:
      (1) Calculations submitted to the department indicating that reductions were not necessary;
      (2) A completed TMDL Action Plan, including a description of the means and methods, such as management practices and retrofit programs that were utilized to meet the required reductions;
      (3) Other means accepted by the department indicating compliance with the Chesapeake Bay TMDL loading rates.

2. Facilities that obtained coverage under the 2019 industrial stormwater general permit that did not demonstrate compliance with the Chesapeake Bay TMDL loading rates shall submit a demonstration to the department.
   a. Owners of facilities that submitted a Chesapeake Bay TMDL action plan during the 2019 industrial stormwater general permit term that did not achieve reductions by the end of the 2019 permit term shall update and resubmit their action plan to the department for approval no later than 60 days following coverage under this general permit. Permittees shall achieve ten percent of the remaining reductions by December 31, 2024, and all remaining reductions by December 31, 2025. An annual report shall be submitted to the department by June 30 of each year describing the progress in meeting the interim and final reductions. A final report to demonstrate compliance shall be submitted to the department no later than January 10, 2026. Documentation of compliance with the Chesapeake Bay TMDL loading rates shall be maintained with the SWPPP.

b. Owners of facilities that completed four samples for each outfall for TN and TP during the 2019 industrial stormwater general permit term that did not submit calculations by the end of the 2019 permit term shall utilize the procedures in Part V D to calculate their facility stormwater loads. The permittee shall submit a copy of the calculations, and a Chesapeake Bay TMDL action plan if required under Part V E, no later than 60 days following coverage under this general permit to the DEQ regional office serving the area where the industrial facility is located on a form provided by the department. Reductions, if applicable, shall be achieved by December 31, 2025, and an annual report shall be submitted to the department by June 30 of each year describing the progress in meeting the required reductions until such time that the demonstration is completed. The demonstration shall be submitted to the department no later than January 10, 2026. Documentation of compliance with the Chesapeake Bay TMDL loading rates shall be maintained with the SWPPP.

c. Owners of facilities registered prior to July 1, 2022, that did not complete four samples for each outfall for TN and TP by the end of the 2019 industrial stormwater general permit term shall monitor their discharges for TN and TP to characterize the contributions from their facility's specific industrial sector for these parameters. Total nitrogen is the sum of total Kjeldahl nitrogen (TKN) and nitrite + nitrate and shall be derived from the results of those tests. After the facility is granted coverage under the permit, samples shall be collected during each of the first four quarters of permit coverage. Samples shall be collected and analyzed in accordance with Part V B. Monitoring results shall be reported in accordance with Part V C and Part II C, and retained in accordance with Part II B. Calculations utilizing the procedures in Part V D, and a Chesapeake Bay TMDL action plan if required under Part V E, shall be submitted no later than 60 days following the completion of the fourth quarterly monitoring period to the DEQ regional office serving the area where the industrial facility is located on a form provided by the department. Reductions, if applicable, shall be achieved by December 31, 2025, and an annual report shall be submitted to the department by June 30 of each year describing the progress in meeting the required reductions until such time that the demonstration is completed. The demonstration shall be submitted to the department no later than January 10, 2026. Documentation of compliance with the Chesapeake Bay TMDL loading rates shall be maintained with the SWPPP.

   Facilities may use the applicable sampling data collected during the 2019 industrial stormwater general permit term to satisfy all or part of the four monitoring periods requirement in accordance with Part V A 2 c.

d. Owners of facilities registered after June 30, 2022, that did not complete four samples for each outfall for TN and TP by the end of the 2019 industrial stormwater general permit term shall monitor their discharges in accordance with Part V A 3.

   Facilities may use the applicable sampling data collected during the 2019 industrial stormwater general permit term to satisfy all or part of the four monitoring periods requirements in accordance with Part V A 3.

3. Facilities that obtain initial coverage under the 2024 industrial stormwater general permit, but are not newly constructed facilities as identified in 9VAC25-151-60 C 13.

   a. Owners of facilities in the Chesapeake Bay watershed that obtain initial coverage under the 2024 industrial stormwater general permit shall monitor their discharges for TN and TP to characterize the contributions from their facility's specific industrial sector for these parameters. Total nitrogen is the sum of total Kjeldahl nitrogen (TKN) and nitrite + nitrate and shall be derived from the results of those tests. After the facility is granted coverage under the permit, samples shall be collected during each of the first four quarters of permit coverage. Samples shall be collected and analyzed in accordance with Part V B. Monitoring results shall be reported in accordance with Part V C and Part II C, and retained in accordance with Part II B. Calculations utilizing the procedures in Part V D and a Chesapeake Bay TMDL action plan if required under Part V E shall be submitted no later

than 60 days following the completion of the fourth quarterly monitoring period to the DEQ regional office serving the area where the industrial facility is located on a form provided by the department. Reductions, if applicable, shall be achieved by two years following the end of the fourth quarterly monitoring period, and an annual report shall be submitted to the department by June 30 of each year describing the progress in meeting the required reductions until such time that the demonstration is completed. The demonstration shall be submitted to the department no later than the 10th of the month directly following the two year period. Documentation of compliance with the Chesapeake Bay TMDL loading rates shall be maintained with the SWPPP.

B. Monitoring instructions.

1. Collection and analysis of samples. Sampling requirements shall be assessed on an outfall by outfall basis. Samples shall be collected and analyzed in accordance with the requirements of Part II A.

2. When and how to sample. A minimum of one grab sample shall be taken from the discharge associated with industrial activity resulting from a storm event that results in a discharge from the site providing the interval from the preceding storm event discharge is at least 72 hours. The 72-hour storm interval is waived if the permittee is able to document that less than a 72-hour interval is representative for local storm events during the sampling period. In the case of snowmelt, the monitoring shall be performed at a time when a measurable discharge occurs at the site. For discharges from a stormwater management structure, the monitoring shall be performed at a time when a measurable discharge occurs from the structure. The grab sample shall be taken during the first 30 minutes of the discharge. If it is not practicable to take the sample during the first 30 minutes, the sample may be taken during the first three hours of the discharge, provided that the permittee explains why a grab sample during the first 30 minutes was impracticable. This information shall be submitted in the department's electronic discharge monitoring report (e-DMR) system and maintained with the SWPPP. If the sampled discharge commingles with process or nonprocess water, the permittee shall attempt to sample the stormwater discharge before it mixes with the nonstormwater.

3. Storm event data. For each monitoring event, except snowmelt monitoring, along with the monitoring results, the permittee shall identify the date of the storm event sampled; rainfall total (in inches) of the storm event that generated the sampled runoff; and the interval between the storm event sampled and the end of the previous storm event discharge. For snowmelt monitoring, the permittee shall identify the date of the sampling event.

4. Monitoring periods. Quarterly monitoring shall be conducted in each of the following three-month periods: January through March, April through June, July through September, and October through December.

5. Documentation explaining a facility's inability to obtain a sample (including dates and times the outfalls were viewed or sampling was attempted), of no rain event, or of deviation from the 72-hour storm interval shall be submitted with the e-DMR and maintained with the SWPPP. Acceptable documentation includes National Climatic Data Center (NCDC) weather station data, local weather station data, facility rainfall logs, and other appropriate supporting data.

6. Representative outfalls may be used in accordance with Part I A 2 f.

C. Reporting monitoring results.

1. Reporting to the department. The permittee shall follow the reporting requirements and deadlines in Table 400-1 if required by Part V A 2 or A 3:

Table 400-1 Monitoring Reporting Requirements	
Quarterly Chesapeake Bay TMDL Monitoring	Submit the results by January 10, April 10, July 10, and October 10

2. Permittees shall submit results for each outfall associated with industrial activity according to the requirements of Part II C.

3. Significant digits. The permittee shall report at least the same number of significant digits as a numeric effluent limitation or TMDL wasteload allocation for a given parameter; otherwise, at least two significant digits shall be reported for a given parameter. Regardless of the rounding convention used by the permittee (i.e., five always rounding up or to the nearest even number), the permittee shall use the convention consistently and shall ensure that consulting laboratories employed by the permittee use the same convention.

D. Calculation of facility loads.

1. Permittees required to collect nutrient data in accordance with Part V A 2 or A 3 shall analyze the data collected to determine if pollution reductions are required. The permittee shall average the data collected at the facility for each of the pollutants of concern (POC) (e.g., TP and TN) and compare the results to the loading rates for TP and TN presented in Part V A.
The following formula may be used to determine the loading rate:

$L = 0.226 \times P \times Pj \times (0.05 + (0.9 \times Ia)) \times C$

where:

L = the POC loading rate (lb/acre/year)

P = the annual rainfall (inches/year) - The permittee may use either actual annual average rainfall data for the facility location (in inches/year), the Virginia annual average rainfall of 44.3 inches/year, or another method approved by the department.

Pj = the fraction of annual events that produce runoff - The permittee shall use 0.9 unless the department approves another rate.

Ia = the impervious fraction of the facility impervious area of industrial activity to the facility industrial activity area.

C = the POC average concentration of all facility samples (mg/L) - Facilities with multiple outfalls shall calculate a weighted average concentration for each outfall using the drainage area of each outfall.

For total phosphorus, all daily concentration data below the quantitation level (QL) for the analytical method used shall be treated as half the QL. All daily concentration data equal to or above the QL for the analytical method used shall be treated as it is reported.

For total nitrogen, if none of the daily concentration data for the respective species (i.e., TKN, nitrate, or nitrite) are equal to or above the QL for the respective analytical methods used, the daily TN concentration value reported shall equal one half of the largest QL used for the respective species. If one of the data is equal to or above the QL, the daily TN concentration

value shall be treated as that data point is reported. If more than one of the data is above the QL, the daily TN concentration value shall equal the sum of the data points as reported. Calculations shall be submitted to the department within 60 days from the end of the last monitoring period that satisfies the monitoring requirements in Part V A 2 or A 3. Calculations shall be submitted to the DEQ regional office serving the area where the industrial facility is located, on a form provided by the department, and maintained with the facility's SWPPP.

Alternative calculations may be accepted on a case by case basis by the department to accommodate facilities with outfalls that rarely discharge.

E. Chesapeake Bay TMDL action plan requirements. For permittees required to submit calculations in accordance with Part V D, if the calculated facility loading rate for TP or TN is above the loading rates for TP or TN presented in Part V A, then the permittee shall develop and submit a Chesapeake Bay TMDL action plan to the department.

The Chesapeake Bay TMDL action plan shall be submitted on a form provided by the department to the regional office serving the area where the industrial facility is located within 60 days following the completion of the fourth quarterly monitoring period. A copy of the current Chesapeake Bay TMDL action plan and all facility loading rate calculations shall be maintained with the facility's SWPPP. The Chesapeake Bay TMDL action plan shall include:

1. A determination of the total pollutant load reductions for TP and TN (as appropriate) necessary to reduce the annual loads from industrial activities. This shall be determined by multiplying the industrial average times the difference between the TMDL loading rates listed in Part V A and the actual facility loading rates calculated in accordance with Part V D. The reduction applies to the total difference calculated for each pollutant of concern; and

2. The means and methods, such as management practices and retrofit programs that will be utilized to meet the required reductions determined in Part V E 1 and a schedule to achieve those reductions by the applicable deadline set in Part V A 2 or A 3. Pollutant reductions may be achieved using a combination of the following alternatives:
   a. Reductions provided by one or more of the BMPs from the Virginia Stormwater BMP Clearinghouse listed in 9VAC25-870-65, approved BMPs found on the Virginia Stormwater Clearinghouse website, or BMPs approved by the Chesapeake Bay Program. Any BMPs implemented to provide the required pollutant reductions shall be incorporated in the SWPPP and be permanently maintained by the permittee;
   b. Implementation of site-specific BMPs followed by a minimum of four stormwater samples collected in accordance with sampling requirements in Part V B that demonstrate pollutant loadings have been reduced below those calculated under Part V D. Any BMPs implemented to provide the required pollutant reductions shall be incorporated in the SWPPP and be permanently maintained by the permittee; or
   c. Acquisition of nonpoint source credits certified by the board as perpetual in accordance with § 62.1-44.19:20 of the Code of Virginia.

PERMITTED FACILITY

SPSA Portsmouth Transfer Station

4 Victory Blvd, Portsmouth VA 23702

Permit Number: VAR052612

No Discharge: ☐

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF ENVIRONMENTAL QUALITY

INDUSTRIAL STORMWATER

DISCHARGE MONITORING REPORT (DMR)

	MONITORING PERIOD						
	YEAR	MO	DAY		YEAR	MO	DAY
FROM				TO			

RETURN TO

Department of Environmental Quality

Tidewater Regional Office

5636 Southern Boulevard, Virginia Beach VA 23462

(757) 518-2000

NOTE: READ PERMIT AND GENERAL INSTRUCTIONS BEFORE COMPLETING THIS FORM AND RETURNING IT.

Outfall Num: 001 **Reporting Frequency: Quarter** **Type: TMDL_MONITORING**

Run Date: Aug 28, 2024

PARAMETER		QUALITY OR CONCENTRATION				NO. EX.	SAMPLE TYPE
		MINIMUM	AVERAGE	MAXIMUM	UNITS		
930 ChesBay TMDL Nitrogen, Total (as N)	REPORTD	*********	*********				
	REQRMNT	*********	*********	NL	MG/L		GRAB
931 ChesBay TMDL Phosphorus, Total (as P)	REPORTD	*********	*********				
	REQRMNT	*********	*********	NL	MG/L		GRAB

STORM EVENT INFORMATION

DATE			DURATION		RAINFALL TOTAL (IN.)	PRECEDING	
YEAR	MO	DAY	HOURS	MIN		Days	Hours

TMDL Monitoring:

Comments:

PERMITTED FACILITY

SPSA Portsmouth Transfer Station

4 Victory Blvd, Portsmouth VA 23702

Permit Number: VAR052612

No Discharge: ☐

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF ENVIRONMENTAL QUALITY

INDUSTRIAL STORMWATER

DISCHARGE MONITORING REPORT (DMR)

	MONITORING PERIOD						
	YEAR	MO	DAY		YEAR	MO	DAY
FROM				TO			

RETURN TO

Department of Environmental Quality

Tidewater Regional Office

5636 Southern Boulevard, Virginia Beach VA 23462

(757) 518-2000

NOTE: READ PERMIT AND GENERAL INSTRUCTIONS BEFORE COMPLETING THIS FORM AND RETURNING IT.

Outfall Num: 001 **Reporting Frequency: Semi-Annual** **Type: BENCHMARK_MONITORING**

Run Date: Aug 28, 2024

PARAMETER		QUALITY OR CONCENTRATION				NO. EX.	SAMPLE TYPE
		MINIMUM	AVERAGE	MAXIMUM	UNITS		
004 TSS	REPORTD	*********	*********				
	REQRMNT	*********	*********	100	MG/L		GRAB

STORM EVENT INFORMATION

DATE			DURATION		RAINFALL TOTAL (IN.)	PRECEDING	
YEAR	MO	DAY	HOURS	MIN		Days	Hours

Benchmark Monitoring:

Comments:

PERMITTED FACILITY

SPSA Portsmouth Transfer Station

4 Victory Blvd, Portsmouth VA 23702

Permit Number: VAR052612

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF ENVIRONMENTAL QUALITY

INDUSTRIAL STORMWATER
DISCHARGE MONITORING REPORT (DMR)

RETURN TO

Department of Environmental Quality

Tidewater Regional Office

5636 Southern Boulevard, Virginia Beach VA 23462

(757) 518-2000

NOTE: READ PERMIT AND GENERAL INSTRUCTIONS BEFORE COMPLETING THIS FORM AND RETURNING IT.

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.

BYPASS AND OVERFLOWS		
TOTAL OCCURRENCES	TOTAL FLOW(M.G.)	TOTAL BOD5(K.G.)

OPERATOR IN RESPONSIBLE CHARGE			DATE		
TYPED OR PRINTED NAME	SIGNATURE	CERTIFICATE NO.	YEAR	MO.	DAY
PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		TELEPHONE			
TYPED OR PRINTED NAME	SIGNATURE		YEAR	MO.	DAY

This report is required by your VPDES permit and by law. (See, e.g., the Code of Virginia of 1950 §62.1-44.5 and 9 VAC 25-31-50.) Failure to report or failure to report truthfully can result in civil penalties of $32,500 per violation, per day and felony prosecutions which can carry a 15 year term.

DISCHARGE MONITORING REPORT (DMR) - GENERAL INSTRUCTIONS

1. Complete this form in permanent ink or indelible pencil. The use of 'correction fluids/tape' is not allowed.
2. Enter a check mark or otherwise indicate the appropriate "Monitoring Period" when sampling occurred.
3. For those parameters where the "REQUIREMENT" spaces have a reporting requirement or limitation, provide data in the "REPORTED" spaces in accordance with your permit.
4. Enter maximum concentration and units in the "REPORTED" spaces in the appropriate column under the header of "Concentration".
5. For all parameters enter the number of samples which do not comply with the minimum or maximum permit requirement in the "REPORTED" space in the column marked "No. Ex." (Number of Exceedances). If none, enter "0". Do NOT include monthly average violations in this field.
6. You are required to sample (at a minimum) according to the Sample Frequencies and Sample Types specified in your permit. If you sample more often than the Sample Frequency specified in your permit then all data must be used when completing the DMR.
7. Enter the actual type of sample (Grab, 8HC, 24HC, etc) collected for each parameter in the "REPORTED" space in the column marked "Sample Type".
8. Storm Event Information (i.e., a "measurable storm event" is a storm event that results in an actual discharge from the site, providing the interval from the preceding measurable Storm event is at least 72 hours):
    1. Enter the date (Year/Month/Day) of the "measurable storm event"
    2. Enter the duration (hours and minutes) of "measurable storm event"
    3. Enter the rainfall total (inches) of the "measurable storm event"
    4. Enter the number of days and hours from the preceding "measurable storm event"
9. The principal executive officer then reviews the form and must sign in the space provided and provide a telephone number where he/she can be reached. Enter the date (Year/Month/Day) the DMR was signed. The final page of the DMR must have an original signature and date.
10. Send the completed form(s) with original signatures to your Department of Environmental Quality Regional Office by the 10th of month following the monitoring period.
11. You are required to retain a copy of the report for your records.

Attachment L

Southeastern Public Service Authority, Chesapeake, VA PAGE: 1 OF 1 **CHECK NUMBER: 00334102**

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
02/05/2025	PORTSPBRFY25	PORTS TS/MRF PBR APPL FEE FY25	$390.00

VENDOR NUMBER	VENDOR NAME	CHECK NUMBER	CHECK DATE	CHECK AMOUNT
10268	TREASURER OF VIRGINIA	334102	02/07/2025	$390.00

THIS CHECK IS PRINTED WITH A COLOR BACKGROUND, VOID PANTOGRAPH, MICRO-PRINTING, UV FIBERS, AND AN ARTIFICIAL WATERMARK. VIEWABLE ON THE BACK.

SPSA WASTE SOLUTIONS

Southeastern Public Service Authority
723 Woodlake Drive
Chesapeake, VA 23320

Townebank
65-604/514

Vendor Number	Check Number	Check Date
10268	334102	02/07/2025

Pay ***Three Hundred Ninety Dollars and 00 Cents*** **$390.00**

To the Order Of
TREASURER OF VIRGINIA
DEPARTMENT OF ENVIRONMENTAL QUALITY
PO BOX 1105
RICHMOND, VA 23218-0000

Dennis L. Bagley MP

[redacted]

U.S. Pat.# 6,095,407
SO-9322986 • 11C-VG
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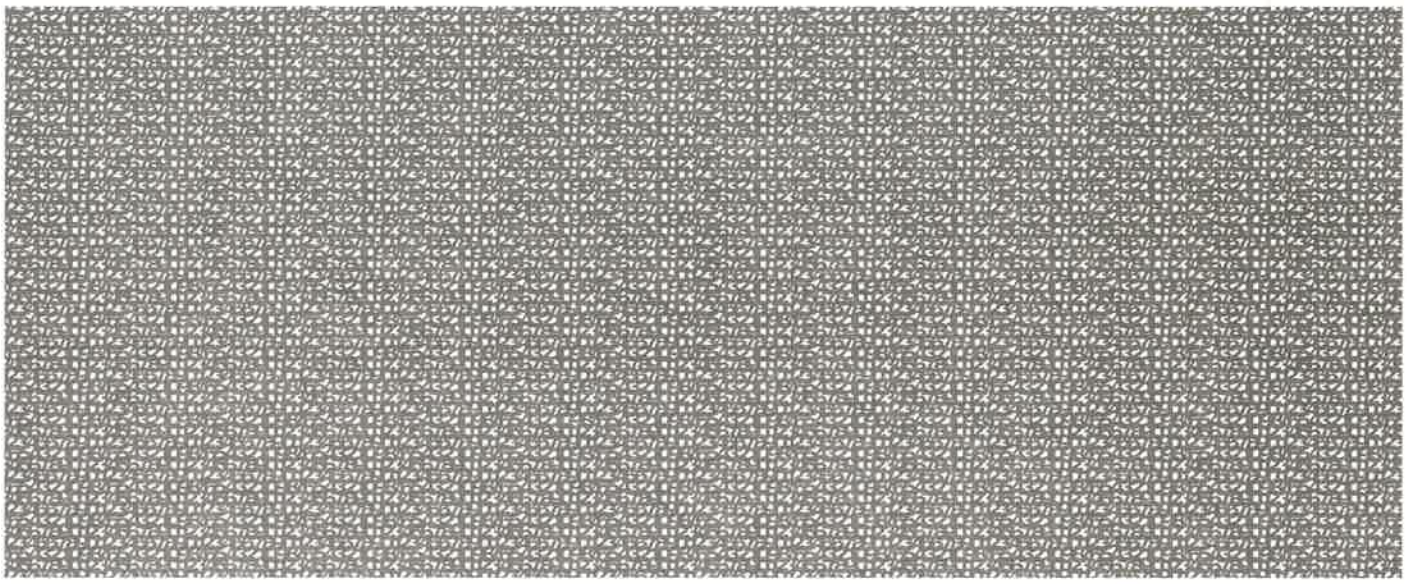
FORM # PSCBBX

REMOVE STUBS AT BOTH ENDS FIRST
THEN FOLD, CREASE AND REMOVE THIS STUB AT PERFORATION

REMOVE BOTH SIDE STUBS FIRST
FOLD, CREASE AND REMOVE THIS STUB AT PERFORATION

REMOVE BOTH SIDE STUBS FIRST
FOLD, CREASE AND REMOVE THIS STUB AT PERFORATION



Southeastern Public Service Authority
723 Woodlake Drive
Chesapeake, VA 23320

ADDRESS SERVICE REQUESTED

334102

TREASURER OF VIRGINIA
DEPARTMENT OF ENVIRONMENTAL QUALITY
PO BOX 1105
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