

MS4 MASTER TIME LINE

| BMP | Measurable Goals and Milestones | Target Date | Group | Contact Person |
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| 2-3 Online Access. | Post SWMP on the WVU stormwater website upon approval by DEP, including the WVU point of contact for the public to offer public input on the SWMP. | October 29, 2011 | EHS | Brian Lemme |
| 3-1 MS4 Mapping. | Milestone - Prioritize receiving waters for visual inspection (§3.c.i) and begin mapping the two highest priority watersheds to assist in the detection and elimination of illicit discharges. | October 29, 2011 | EHS | Brian Lemme |
| 3-2 Plan of Action. | Milestone – Consider stakeholder input and begin drafting the IDDE Plan of Action. | October 29, 2011 | EHS | Brian Lemme |
| 6-5 Priority Issues. | Create a schedule to address these facilities and operations. | November 29, 2011 | FM/EHS | Joe Patten Brian Lemme |
| 2-1 Public Involvement. | Milestone – Develop a mechanism to collect, track, and consider comments from the public and stakeholder groups on SWMP effectiveness. | December 29, 2011 | EHS | Brian Lemme |
| 2-2 Watershed Group Communication. | Milestone - Develop a list of watershed groups and environmental organizations with which to establish communication. | December 29, 2011 | SUS | Clement Solomon |
| 2-2 Watershed Group Communication. | Milestone – Identify and designate a WVU point of contact to communicate with watershed groups and environmental organizations. | December 29, 2011 | SUS | Clement Solomon |
| 5-1 Planning Documents. | Milestone – Present stormwater management concepts to the University Planning Committee. | December 29, 2011 | EHS | Brian Lemme |
| 3-2 Plan of Action. | Complete the IDDE Plan of Action, including standards by which non-prohibited and conditionally permitted discharges may discharge into the MS4 (§3 .b.ii). | January 29, 2012 | EHS | Brian Lemme |
| 3-2 Plan of Action. | Milestone – Begin the process to define responsibility for MS4 operation and maintenance between adjacent MS4 entities (§3. a. ii). | January 29, 2012 | EHS | Brian Lemme |
| 1-1 General Public Education. | Develop and maintain the WVU website dedicated to the SWMP to provide easy access to SWMP content, educational materials, and activities (BMP 2-3). | March 29, 2012 | EHS | Brian Lemme |
| 1-2 Staff Education. | Milestone - Conduct an inventory, analysis, and selection of the communications tools available to distribute stormwater management concepts to staff. | March 29, 2012 | EHS | Brian Lemme |
| 1-7 Transportation and Parking. | Milestone - Conduct the development of those communications tools determined to be the most effective at communicating stormwater management concepts, especially vehicle maintenance and impervious cover impacts on water resources. | March 29, 2012 | TP/EHS | Eric Rosie Brian Lemme |
| 1-1 General Public Education. | Milestone - Conduct an inventory, analysis, and selection of the communications tools available to distribute stormwater management concepts to contractors, faculty, staff, students, and campus visitors. | March 29, 2012 | EHS | Brian Lemme |
| 1-3 Stormwater Exhibit. | Milestone - Create a stormwater exhibit. | March 29, 2012 | EHS/Complete | Brian Lemme |
| 2-2 Watershed Group Communication. | Invite watershed groups and environmental organizations to a periodic meeting to provide updates on the SWMP and request input on SWMP review and implementation. | March 29, 2012 | SUS | Clement Solomon |
| 3-3 Inspection Procedures. | Milestone – Consider stakeholder input and begin drafting the IDDE field assessment procedures. | March 29, 2012 | EHS | Brian Lemme |
| 3-6 Public Education | Publicly list and publicize a hotline for reporting of spills, illicit discharges (§3 .d.i), and pet waste. | March 29, 2012 | SUS/EHS | Clement Solomon Brian Lemme |
| 3-6 Public Education | Milestone - Conduct an inventory, analysis, and selection of the communications tools available to distribute information about the hotline to vendors and contractors, faculty, staff, students, and campus visitors. | March 29, 2012 | EHS | Brian Lemme |
| 4-1 Define Authority. | Milestone – Consider stakeholder input and begin drafting the Construction Site Run-off Control Plan of Action. | March 29, 2012 | DC/EHS | John Thompson Brian Lemme |
| 5-1 Planning Documents. | Milestone - Identify the timeframe for the update of each department’s planning documents (§5.a.i). | March 29, 2012 | PL/EHS | Rob Moyer Brian Lemme |

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| 5-3 Design Guidelines. | Require runoff reduction practices when public streets or parking lots are modified or reconstructed and exceed 5,000sf (§5.a.ii.A.5). | March 29, 2012 | PL/DC | Rob Moyer John Thompson |
| 6-1 O&M of WVU Facilities. | Milestone - Prioritize WVU facilities that have the highest potential to discharge contaminated runoff. | March 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 6-2 O&M of WVU Activities. | Milestone - Prioritize WVU building and landscape maintenance operation that have the highest potential to discharge contaminated runoff. | March 29, 2012 | FM | Joe Patten |
| 3-5 Staff Training. | Milestone - Identify the staff and their roles participating in the IDDE Program. | April 29, 2012 | EHS | Brian Lemme |
| 1-3 Stormwater Exhibit. | Display the exhibit each semester at the Mountainlair Student Union. | June 29, 2012 | EHS | Brian Lemme |
| 3-2 Plan of Action. | Incorporate elements of the IDDE Plan of Action into the Design Guidelines and Construction Standards where applicable. | June 29, 2012 | DC/EHS | John Thompson Brian Lemme |
| 3-5 Staff Training. | Milestone – Obtain and compile training materials to use to train staff for the different functions in the IDDE Program. | June 29, 2012 | EHS | Brian Lemme |
| 4-1 Define Authority. | Milestone – Consider WVU’s Plan of Action that defines Construction Site Runoff Control Program procedures for projects disturbing less than one acre (§4). | June 29, 2012 | DC/EHS | John Thompson Brian Lemme |
| 5-1 Planning Documents. | Add stormwater management concepts that address the six Watershed Protection Elements as an objective or key indicator in the updated version of the Ten-Year Master Plan. | June 29, 2012 | PL/EHS | Rob Moyer Brian Lemme |
| 6-1 O&M of WVU Facilities. | Milestone - Develop a standard template for all WVU departments to use when developing operations and maintenance programs. | June 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 6-3 Inspections. | Milestone - Develop inspection procedure and checklists. | June 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 6-5 Priority Issues. | Create a schedule to address identified hot spots. | June 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 6-5 Priority Issues. | Milestone - Develop a prioritized list of those facilities and operations where stormwater runoff likely discharges pollutants to the MS4. | June 29, 2012 | EHS | Brian Lemme |
| 6-5 Priority Issues. | Milestone - Create a prioritized inventory that identifies the hot spots on campus that have a strong potential to discharge pollutants into the MS4. | June 29, 2012 | EHS | Brian Lemme |
| 1-4 Student Organization. | Create partnering agreements with the WVU Office of Sustainability’s WeCan and WeGo initiatives to promote the eight stormwater management concepts listed in BMP 1-1. | July 29, 2012 | SUS | Clement Solomon |
| 2-1 Public Involvement. | Milestone – Coordinate WVU stakeholders and seek input to use to evaluate the effectiveness of the SWMP. | July 29, 2012 | SUS/EHS | Clement Solomon Brian Lemme |
| 3-1 MS4 Mapping. | For public access and review, print out a map of each watershed as outfall mapping and MS4 mapping is completed (§3.a.iv). | July 29, 2012 | EHS | Brian Lemme |
| 3-1 MS4 Mapping. | Milestone - Complete the outfall map for the two highest priority watersheds. | July 29, 2012 | EHS | Brian Lemme |
| 3-5 Staff Training. | Train staff who will participate in field assessments on appropriate methods to identify, trace, and remove the source of an illicit discharge. | July 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 3-5 Staff Training. | Train field assessment staff on effective methods to identify emergencies and contain spills. | July 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 1-1 General Public Education. | Distribute Public Outreach and Education Program to the general public. | September 29, 2012 | SUS/EHS | Clement Solomon Brian Lemme |
| 1-1 General Public Education. | Milestone - Develop those communications tools determined to be the most effective at distributing stormwater management concepts to the general public. | September 29, 2012 | EHS | Brian Lemme |
| 1-2 Staff Education. | Have all WVU staff whose job functions have the potential to impact water resources fully participate in the education program on the topics listed in Table 1.2. | September 29, 2012 | SUS/FM | Clement Solomon Joe Patten |

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| 1-2 Staff Education. | Milestone - Develop those communications tools determined to be the most effective at distributing stormwater management concepts to WVU staff and begin distribution. | September 29, 2012 | EHS | Brian Lemme |
| 1-3 Stormwater Exhibit. | Promote the availability of the exhibit for use by student groups, faculty, and staff at campus and community events. | September 29, 2012 | SUS/EHS | Clement Solomon Brian Lemme |
| 1-4 Student Organization. | Present stormwater management concepts to student organizations annually. | September 29, 2012 | SUS EHS | Clement Solomon Brian Lemme |
| 1-4 Student Organization. | Provide stormwater educational material for distribution to student organizations or WVU offices annually. | September 29, 2012 | SUS EHS | Clement Solomon Brian Lemme |
| 2-5 Stewardship Projects | Partner with environmental stewardship project, such as: Stream clean-up involving WVU students, faculty, and staff collecting trash. Planting event (storm basin, streambank, wetlands, or reforestation) involving WVU students, faculty, and staff planting trees and shrubs. Invasive species removal event involving WVU students, faculty, and staff. | September 29, 2012 | SUS | Clement Solomon |
| 3-2 Plan of Action. | Incorporate elements of the IDDE Plan of Action into vendor contracts where applicable (BMP 1-9). | September 29, 2012 | DC/EHS | John Thompson Brian Lemme |
| 3-2 Plan of Action. | Define funding source to implement the program (§3.b). | September 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 3-3 Inspection Procedures. | Complete the IDDE field assessment procedures consistent with the standards in the General Permit. | September 29, 2012 | EHS | Brian Lemme |
| 3-5 Staff Training. | Train staff who will operate the IDDE hotline on how to respond to calls (BMP 3-6). | September 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 3-5 Staff Training. | Train support staff and other field staff who work in the department that is assigned to perform field assessments on their department's role in eliminating illicit discharge (§3 .f). | September 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 3-6 Public Education | Distribute IDDE educational program to the general public. | September 29, 2012 | SUS/EHS | Clement Solomon Brian Lemme |
| 3-6 Public Education | Milestone - Complete the development of those communications tools determined to be the most effective in distributing information about the hotline. | September 29, 2012 | EHS | Brian Lemme |
| 4-1 Define Authority. | Complete the Plan of Action for Construction Site Runoff Control Program that defines WVU authority, municipal authority, and DEP authority. The Plan of Action will be consistent with the West Virginia Erosion and Sediment Control Best Management Practices Manual (§4.a.i), require site operators to obtain WV DEP DWWM permit approval (§4.a.ii), and require site operators to manage construction site waste (§4.a.iii). | September 29, 2012 | DC/EHS | John Thompson Brian Lemme |
| 4-1 Define Authority. | Define funding source to inspect and enforce control measures (§4.a.vii). | September 29, 2012 | DC/EHS | John Thompson Brian Lemme |
| 6-1 O&M of WVU Facilities. | Create an operation and maintenance program for the facilities listed in Table 6.2 that have the highest potential to discharge contaminated runoff. | September 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 6-1 O&M of WVU Facilities. | Milestone - Develop a schedule to complete operation and maintenance programs for the remaining WVU facilities. | September 29, 2012 | FM | Joe Patten |
| 6-2 O&M of WVU Activities. | Create an operation and maintenance program for the three operations with the highest potential to discharge contaminated runoff, such as fertilizer application, landscape maintenance, trash management, building cleaning, and chemical storage. | September 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 6-2 O&M of WVU Activities. | Milestone - Develop a schedule to complete operation and maintenance programs for the remaining WVU operations | September 29, 2012 | FM | Joe Patten |
| 6-3 Inspections. | Milestone - Create and maintain an annual inspection schedule for all facilities and activities. | September 29, 2012 | FM/EHS | Joe Patten Brian Lemme |

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| 6-4 Staff Training. | Milestone - Determine the WVU staff positions that will receive training on the Pollution Prevention/Good Housekeeping Plan of Action, operation and maintenance programs, and pollution prevention concepts. | September 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 3-3 Inspection Procedures. | Milestone – Consider updating the Plan of Action to include procedures for monitoring Fecal Coliform from discharges from the ponds at the Animal Science Farm. | December 29, 2012 | EHS | Brian Lemme |
| 3-4 Outfall Inspection. | Milestone - Begin assessment of outfalls within the two watersheds designated as the highest priority for potential illicit discharge. | December 29, 2012 | EHS | Brian Lemme |
| 6-1 O&M of WVU Facilities. | Begin implementation of each operation and maintenance program within 3 months of its completion. | December 29, 2012 | FM | Joe Patten |
| 6-2 O&M of WVU Activities. | Begin implementation of each operation and maintenance program within three months of its completion. | December 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 6-4 Staff Training. | Have all WVU staff whose job functions have the potential to impact water quality participate in the education program on the topics listed in Table 1.2. | December 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 6-4 Staff Training. | Milestone - Conduct an inventory, analysis, and selection of the communications tools available to deliver training on the Pollution Prevention/Good Housekeeping Program Plan of Action, operation and maintenance plans, and pollution prevention concepts to applicable staff. | December 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 6-4 Staff Training. | Milestone - Complete the development of those communications tools determined to be the most effective at delivering training. | December 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 6-4 Staff Training. | Milestone - Hold initial training sessions for all employees whose job functions have the potential to impact water quality. | December 29, 2012 | FM/EHS | Joe Patten Brian Lemme |
| 2-6 Stream Sampling. | Milestone - Identify WVU faculty and staff that currently monitor water quality as part of their job function or as a part of an academic course. | March 29, 2013 | EHS | Brian Lemme |
| 2-6 Stream Sampling. | Milestone - Coordinate with WVU faculty and staff that currently monitor water quality. | March 29, 2013 | SUS/EHS | Clement Solomon Brian Lemme |
| 2-8 BMP Tour. | Milestone - Select the sites to include in the stormwater tour, create a map, and develop a script of talking points. | March 29, 2013 | SUS/EHS | Clement Solomon Brian Lemme |
| 2-8 BMP Tour. | Milestone - Promote the tour by posting the map on the WVU stormwater webs ite and through appropriate academic courses. | March 29, 2013 | SUS/EHS | Clement Solomon Brian Lemme |
| 3-5 Staff Training. | Train other staff in other departments who may come into contact with illicit discharge through their field work on illicit discharge identification and reporting procedures (§3.f). | March 29, 2013 | FM/EHS | Joe Patten Brian Lemme |
| 4-2 Develop Procedures. | Milestone - Begin drafting the Construction Site Runoff Control procedures to control construction site runoff. | March 29, 2013 | DC/EHS | John Thompson Brian Lemme |
| 6-3 Inspections. | Inspect each facility and operation within six months of the completion of its operation and maintenance program. | March 29, 2013 | FM | Joe Patten |
| 6-6 Sweeping. | Milestone - Develop a street and parking lot sweeping plan for WVU-owned parking lots and streets. | March 29, 2013 | TP/FM/EHS | Eric Rosie Joe Patten Brian Lemme |
| 2-6 Stream Sampling. | Milestone - Identify and evaluate sampling protocols and sampling schedule and make adaptations if necessary. | June 29, 2013 | EHS | Brian Lemme |
| 4-3 Train Staff. | Milestone - Identify staff that will perform review, inspection, and enforcement activities. | June 29, 2013 | DC/EHS | John Thompson Brian Lemme |
| 4-3 Train Staff. | Milestone – Obtain, develop and/or compile a set of educational tools to utilize to educate appropriate staff on construction site runoff control plan review, site inspection, and enforcement activities. | June 29, 2013 | DC/EHS | John Thompson Brian Lemme |

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| 4-4 Contractor Education. | Milestone - Determine the construction site runoff control concepts and establish standards that contractors should understand and implement based on their job functions. | June 29, 2013 | DC/EHS | John Thompson Brian Lemme |
| 4-5 Contracts. | Milestone - Develop language within the scope of the procurement process for proper management of stormwater and sources of pollutants and work with WVU Purchasing and Procurement to implement use of the terms | June 29, 2013 | DC/EHS | John Thompson Brian Lemme |
| 3-1 MS4 Mapping. | Milestone - Complete the outfall map for the third highest priority watershed. | July 29, 2013 | EHS | Brian Lemme |
| 1-7 Transportation and Parking. | Milestone - Conduct an inventory, analysis, and selection of the communications tools available through Parking Management to distribute stormwater management concepts to contractors, faculty, staff, students, and campus visitors. | September 29, 2013 | TP/EHS | Eric Rosie Brian Lemme |
| 1-9 Vendor Contracts. | Milestone - Conduct research of existing contract templates to determine how best to apply stormwater management responsibilities to vendors and contractors. | September 29, 2013 | DC | John Thompson |
| 1-8 Vendor Education. | Milestone - Determine the stormwater management concepts and establish standards that vendors and contractors should understand and implement based on their job functions. | September 29, 2013 | FM/PL/DC TP SUS/EHS | Joe Patten Rob Moyer John Thompson Eric Rosie Clement Solomon Brian Lemme |
| 2-6 Stream Sampling. | Post results of water quality monitoring on the WVU SWMP website. | September 29, 2013 | EHS | Brian Lemme |
| 2-7 Involvement and Participation | Milestone –Create information for distribution at EHS display. | September 29, 2013 | EHS | Brian Lemme |
| 2-8 BMP Tour. | Milestone - Develop an inventory of all potential BMP tour sites on campus. | September 29, 2013 | SUS/EHS | Clement Solomon Brian Lemme |
| 4-2 Develop Procedures. | Complete the Construction Site Runoff Control Program procedures, including the creation of a checklist with necessary steps to take a project from initial concept through to site stabilization. | September 29, 2013 | DC/EHS | John Thompson Brian Lemme |
| 4-2 Develop Procedures. | Incorporate elements of the Construction Site Run-off Control Program into the Design Guidelines and Construction Standards where applicable. | September 29, 2013 | DC/PL/EHS | John Thompson Rob Moyer Brian Lemme |
| 4-2 Develop Procedures. | Implement completed procedures. | September 29, 2013 | DC/PL/EHS | John Thompson Rob Moyer Brian Lemme |
| 4-3 Train Staff. | Complete training of staff that will perform review, inspections, and enforcement at construction sites. | September 29, 2013 | DC/EHS | John Thompson Brian Lemme |
| 4-4 Contractor Education. | Create and provide a list of the educational materials and training sessions contractors must complete on their own before working on WVU campus. | September 29, 2013 | DC/EHS | John Thompson Brian Lemme |
| 4-5 Contracts. | Develop language that specifies contractor responsibilities for proper management of construction site runoff. Within the Project Scope, contractors will be required to provide education on Construction Site Run-off Control to on-site employees. | September 29, 2013 | DC/EHS | John Thompson Brian Lemme |
| 1-7 Transportation and Parking. | Distribute permit applications, parking lot maps, and other Parking Management publications that include stormwater management concepts. | March 29, 2014 | TP | Eric Rosie |
| 1-8 Vendor Contracts. | Develop language for contracts and/or the procurement process for proper management of stormwater and sources of pollutants and work with WVU Purchasing and Procurement to implement use of the terms. | March 29, 2014 | DC | John Thompson |
| 1-9 Vendor Education. | Create a list of the educational materials and training sessions contractors must complete before working on WVU campus. | March 29, 2014 | PL/FM/DC | Rob Moyer Joe Patten John Thompson |

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| 5-3 Design Guidelines. | Milestone - Identify sections of the Design Guidelines and Construction Standards and other planning documents that address Post-Construction Stormwater Management. | March 29, 2014 | PL/DC | Rob Moyer John Thompson |
| 5-5 BMP O&M Programs. | Milestone - Identify the structural stormwater BMPs on campus. | March 29, 2014 | EHS | Brian Lemme |
| 5-5 BMP O&M Programs. | Milestone – Develop a schedule to develop an operation and maintenance program for each structural stormwater BMP on campus. | March 29, 2014 | EHS | Brian Lemme |
| 5-6 Tracking and Inspections. | Create a database to track and store information on source control practices, treatment control practices, photographs, maintenance requirements, and inspection activities. | March 29, 2014 | EHS | Brian Lemme |
| 5-7 Street Design. | Milestone - Identify all design guidelines and planning documents that describe standards for streets and parking areas. | March 29, 2014 | TP/PL/DC | Eric Rosie Rob Moyer John Thompson |
| 5-8 Staff Training. | Milestone - Identify the staff and their roles participating in the Post-Construction Stormwater Management Program. | March 29, 2014 | EHS | Brian Lemme |
| 5-8 Staff Training. | Milestone - Develop training programs for the different staff functions in the Post-Construction Stormwater Management Program. | June 29, 2014 | EHS | Brian Lemme |
| 3-1 MS4 Mapping. | Milestone – Complete the outfall map for the remaining watersheds. | July 29, 2014 | EHS | Brian Lemme |
| 1-6 Interpretative Signage. | Milestone - Identify stormwater BMPs on campus (BMP 3-1) and evaluate their effectiveness to communicate stormwater management concepts to campus users. | September 29, 2014 | EHS | Brian Lemme |
| 3-4 Outfall Inspection. | Complete assessment of all outfalls within the two watersheds identified as the highest priority for potential illicit discharge (§3.c.ii). | September 29, 2014 | EHS | Brian Lemme |
| 5-2 Plan of Action. | Milestone – Consider stakeholder input and begin drafting the Post-Construction Stormwater Management Plan of Action. | September 29, 2014 | DC/EHS | John Thompson Brian Lemme |
| 5-3 Design Guidelines. | Milestone - Begin drafting amendments to the Design Guidelines and Construction Standards and other planning documents to require the | September 29, 2014 | PL/DC/EHS | Rob Moyer John Thompson Brian Lemme |
| 5-3 Design Guidelines. | infiltration of the first inch of runoff from the 24-hour storm, preceded by 48 hours of no precipitation from all new impervious surfaces greater than 3,000sf. | September 29, 2014 | PL/DC/EHS | Rob Moyer John Thompson Brian Lemme |
| 5-3 Design Guidelines. | Milestone – Consider amendments to the Design Guidelines and Construction Standards and other planning documents to incorporate the six Watershed Protection Elements. | September 29, 2014 | PL/DC/EHS | Rob Moyer John Thompson Brian Lemme |
| 5-4 Hot Spots. | Milestone – Identify sections of the Design Guidelines and Construction Standards and other planning documents that address stormwater management around Hot Spots. | September 29, 2014 | DC/EHS | John Thompson Brian Lemme |
| 5-5 BMP O&M Programs. | Complete an operation and maintenance program for each structural BMP on campus. | September 29, 2014 | FM/EHS | Joe Patten Brian Lemme |
| 5-6 Tracking and Inspections. | Milestone - Create a BMP inspection procedure that gathers information on BMP condition, inspection results, and maintenance activities. | September 29, 2014 | EHS | Brian Lemme |
| 5-6 Tracking and Inspections. | Milestone - Create a BMP inspection schedule to inspect all BMPs by the end of the permit cycle. | September 29, 2014 | EHS | Brian Lemme |
| 5-7 Street Design. | Submit Street/Parking Assessment as part of the third Annual Report. | September 29, 2014 | TP | Eric Rosie |
| 5-7 Street Design. | Milestone - Assess Design Guidelines and Construction Standards and other planning documents to identify new standards to maximize vegetation and minimize impervious cover in parking lots and streets | September 29, 2014 | TP/PL/DC/EHS | Eric Rosie Rob Moyer John Thompson Brian Lemme |
| 5-9 Impervious Cover Inventory. | Milestone – Conduct an inventory of all impervious cover on campus. | September 29, 2014 | TP/PL | Eric Rosie Rob Moyer |

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| 5-9 Impervious Cover Inventory. | Milestone – Develop guidelines for assessing the feasibility of an area of impervious cover for replacement with stormwater infiltration, retention, detention, or disconnection BMPs. | September 29, 2014 | TP/PL/DC/EHS | Eric Rosie Moyer Rob John Thompson Brian Lemme |
| 5-2 Plan of Action. | Milestone – Define WVU’s Plan of Action for Post-Construction Stormwater Management procedures for projects disturbing less than one acre. | March 29, 2015 | DC/EHS | John Thompson Brian Lemme |
| 5-2 Plan of Action. | Milestone - Identify sections of the Design Guidelines and Construction Standards and/or other documents that manage the site planning and site design review process. | March 29, 2015 | PL/DC/EHS | Rob Moyer John Thompson Brian Lemme |
| 3-4 Outfall Inspection. | Complete assessment of all outfalls within the watershed identified as the third highest priority for potential illicit discharge (§3 .c.ii). | September 29, 2015 | EHS | Brian Lemme |
| 5-2 Plan of Action. | Implement a process for site review that includes a pre-application meeting, procedures for inter-departmental site plan review and approval, requirement for as-built certification, and a post-construction verification process. Include the creation of a checklist with necessary steps to take a project from initial concept through to project completion. | September 29, 2015 | PL/DC/EHS | Rob Moyer John Thompson Brian Lemme |
| 5-3 Design Guidelines. | Complete amendments to the Design Guidelines and Construction Standards and other planning documents. | September 29, 2015 | PL/DC | Rob Moyer John Thompson |
| 5-4 Hot Spots. | Create standards in the Design Guidelines and Construction Standards and other planning documents that require water quality treatment for polluted runoff before infiltration. | September 29, 2015 | PL/DC/EHS | Rob Moyer John Thompson Brian Lemme |
| 5-4 Hot Spots. | Create standards in the Design Guidelines and Construction Standards and other planning documents that require stormwater conveyance to a treatment facility if water quality control measures are inadequate. | September 29, 2015 | PL/DC/EHS | Rob Moyer John Thompson Brian Lemme |
| 5-4 Hot Spots. | Create standards in the Design Guidelines and Construction Standards and other planning documents that require water quality treatment before polluted runoff infiltrates into the ground or discharges to the sanitary sewer. | September 29, 2015 | DC/EHS | John Thompson Brian Lemme |
| 5-8 Staff Training. | Train staff that will participate in plan review, site inspections, BMP tracking, and enforcement activities. | September 29, 2015 | EHS | Brian Lemme |
| 5-1 Planning Documents. | As each department updates its planning document, include goals and objectives consistent with the updated Ten-Year Master Plan to address the six watershed protection elements. | September 29, 2018 | PL/EHS | Rob Moyer Brian Lemme |
| 1-6 Interpretative Signage. | Maintain signage and identify any sites for additional signs. | Annually | FM/EHS | Joe Patten Brian Lemme |
| 2-1 Public Involvement. | Enlist the participation of approximately ten WVU departments and outside organizations to gain input for the SWMP evaluation process. | Annually | SUS/EHS | Clement Solomon Brian Lemme |
| 2-1 Public Involvement. | Recruit an intern to assist the Office of Sustainability in tracking stormwater management courses and activities on campus. | Annually | SUS | Clement Solomon |
| 2-3 Online Access. | Post Annual Reports online within two weeks of acceptance by DEP. | Annually | EHS | Brian Lemme |
| 2-4 Press Releases. | Provide through press releases and other media information about Public2-7 Involvement and Participation Program events and SWMP activities. | Annually | SUS | Clement Solomon |
| 2-5 Stewardship Projects | Partner with one of the above environmental Stewardship Projects each year. | Annually | SUS | Clement Solomon |
| 3-1 MS4 Mapping. | Review each MS4 map and update as necessary (§3.a). | Annually | EHS | Brian Lemme |
| Plan of Action. | Review the Plan of Action and update as necessary. | Annually | EHS | Brian Lemme |
| 3-3 Inspection Procedures. | Review the field assessment procedures and update as necessary. | Annually | EHS | Brian Lemme |
| 3-5 Staff Training. | Refresh training annually. | Annually | FM/EHS | Joe Patten Brian Lemme |

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| 4-1 Define Authority. | Review the Plan of Action and update as necessary. | Annually | DC/EHS | John Thompson Brian Lemme |
| 4-3 Train Staff. | Refresh staff training. | Annually | DC/EHS | John Thompson Brian Lemme |
| 5-8 Staff Training. | Refresh training. | Annually | EHS | Brian Lemme |
| 6-3 Inspections. | Inspect each facility and activity annually. | Annually | FM | Joe Patten |
| 6-4 Staff Training. | Update training program and conduct refresher training. | Annually | FM/EHS | Joe Patten Brian Lemme |
| 1-5 Coordination with Faculty. | Coordinated by the Office of Sustainability, present stormwater management lectures or conduct site visits to stormwater BMPs each academic year. | Annually | SUS | Clement Solomon |
| 1-5 Coordination with Faculty. | Milestone – Conduct an inventory of academic courses where stormwater management is one of the primary topics. | Annually | SUS/Complete | Clement Solomon |
| 1-5 Coordination with Faculty. | Milestone - Conduct an inventory of academic courses where stormwater management concepts are included in the course syllabus. | Annually | SUS/Complete | Clement Solomon |
| 2-4 Press Releases. | Milestone - Write and submit press releases for each Public2-7 Involvement and Participation Program event. | As necessary | SUS | Clement Solomon |
| 2-4 Press Releases. | Milestone - Write and submit press releases for public SWMP activities, including the SWMP review process. | As necessary | SUS | Clement Solomon |
| 1-5 Coordination with Faculty. | Partner with faculty to offer one academic course where stormwater management is one of the primary topics. | Biannually | SUS | Clement Solomon |
| 2-8 BMP Tour. | Offer the BMP tour to students, faculty, visitors, and contractors. | Biannually | SUS/EHS | Clement Solomon Brian Lemme |
| 6-6 Sweeping. | Sweep all streets and parking lots twice per year and document volume of material removed. The first sweeping should occur as soon as practicable after snow melt in the Spring. | Biannually | TP/FM/EHS | Eric Rosie Joe Patten Brian Lemme |
| 6-6 Sweeping. | Review and update street sweeping plan. | Biannually | TP/FM/EHS | Eric Rosie Joe Patten Brian Lemme |
| 2-1 Public Involvement. | Milestone – Develop a mechanism to collect, track, and consider comments from the public and stakeholder groups on SWMP effectiveness. | Complete | SUS/EHS | Clement Solomon Brian Lemme |
| 2-3 Online Access. | Milestone – Develop a WVU website dedicated to providing the public with information and updates on the SWMP. | Complete | EHS | Brian Lemme |
| 1-6 Interpretative Signage. | In conjunction with University approval processes, WVU will develop interpretive signage for posting at the five BMP sites selected as the most effective to communicate stormwater management concepts to campus users. | Expiration date | FM/PL/TP SUS/EHS | Joe Patten Rob Moyer Eric Rosie Clement Solomon Brian Lemme |
| 2-7 Involvement and Participation | Create and distribute information on public2-7 Involvement and Participation in WVU's SWMP at the regular EHS Mountainlair display. | Expiration date | SUS | Clement Solomon |
| 3-1 MS4 Mapping. | Complete the MS4 map for the entire campus (§3.a.i). | Expiration date | EHS | Brian Lemme |
| 3-4 Outfall Inspection. | Complete assessment of all outfalls. | Expiration date | EHS | Brian Lemme |
| 3-7 Pollution Control. | Develop an operation and maintenance program for the storage and use of each type of potential pollutant. | Expiration date | EHS | Brian Lemme |

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| 3-7 Pollution Control. | Milestone - Create an inventory of fuel tanks, vehicle storage and maintenance areas, hazardous waste lockers, herbicide/fertilizer storage, oil disposal facilities, trash transfer stations, salt storage, and storage areas for other materials that have the potential to impact water resources. | Expiration date | EHS | Brian Lemme John Hando |
| 5-6 Tracking and Inspections. | Inspect all BMPs by the end of the permit cycle. | Expiration date | EHS | Brian Lemme |
| 5-7 Street Design. | Make changes to the Design Guidelines and Construction Standards and other planning documents as recommended in the Assessment. | Expiration date | TP/DC | Eric Rosie John Thompson |
| 5-9 Impervious Cover Inventory. | Create a prioritized list of impervious cover that could be removed and replaced with infiltration areas. | Expiration date | TP/PL/DC/EHS | Eric Rosie Rob Moyer John Thompson Brian Lemme |
| 6-1 O&M of WVU Facilities. | Create an operation and maintenance program for all WVU facilities where there is strong potential to discharge contaminated runoff. | Expiration date | FM | Joe Patten |
| 6-2 O&M of WVU Activities. | Create an operation and maintenance program for all WVU operations where there is strong potential to discharge contaminated runoff. | Expiration date | FM/EHS | Joe Patten Brian Lemme |
| 2-3 Online Access. | Post activities such as educational sessions, public meetings, and environmental stewardship events as they are scheduled. | Quarterly | SUS/EHS | Clement Solomon Brian Lemme |