



*The Town of Leesburg*  
INTEROFFICE MEMORANDUM  
DEPARTMENT OF PLAN REVIEW

**TO:** DCSM Holders and DPR Staff      **DATE:** November 20, 2012  
**FROM:** William R. Ackman, Jr., P.E. *WR*      **RE:** Interpretation regarding Gas  
Director, Dept. of Plan Review      Station BMP Hot Spot  
Requirements

**Subject: Interpretation of DCSM Section 5-640.4J**

**Prepared by: Director of Plan Review**

In accordance with DCSM Section 1-420, the Director of Plan Review has the authority to interpret the technical language of the DCSM for specific meaning and intent. Therefore, I have determined that in addition to the minimum requirements stated therein, the language in the DCSM Section 5-640.J shall be interpreted as follows to add clarity to this section of the DCSM the required components of any type of Site Plan that proposes a "Gas Station Facility".

❖ **Plans shall include the following BMP Hot Spot Narrative**

This site will operate as a fuel storage and dispensing station and is considered a Hot Spot per DCSM (5-640.4J). An oil water separator such as a Baysaver or equivalent approved product is required to contain minor spills on site. The designed system will provide a primary separation manhole, secondary storage manhole (or facility) and oil water separator such as a Baysaver separator (or approved equivalent). A shutoff valve, visible to on duty staff, easily accessible and properly signed, is to be installed on the downstream side of Baysaver or equivalent. In the event of a fuel spill, the valve is to be closed immediately and the spill contained within the onsite (water tight) pipes and structures which will be over-sized to hold the contaminated rainwater and material until HAZMAT teams reach the site. These "secondary" storage systems shall be designed to contain a minimum of 2,500 gallons.

❖ **Plans shall include the following Notes & Details:**

1. BMP Hot Spot structure details to be provided on Final Site Plan.
2. BMP Hot Spot Maintenance Plan to be provided on Final Site Plan.
3. BMP Hot Spot site specific Narrative to be provided on Final Site Plan.
4. BMP Hot Spot structure sizing computations to be provided on Final Site Plan.
5. BMP Hot Spot structure capacities to be provided on Final Site Plan.

❖ **Emergency Response Plan:**

The Applicant shall provide evidence that an approved Emergency Response Plan has been filed with and approved by the Town as well as the Loudoun County Department of Fire and Rescue Services.