

# Appendix 9: O&M

*Operation and Maintenance Plan and Documentation of Finance, Maintenance and Recording Mechanisms*

# Operation and Maintenance Responsibility for Treatment Control BMPs

Operation and maintenance (O&M) requirements for all structural Source Control and Treatment Control BMPs shall be identified in the project-specific WQMP. The project-specific WQMP shall address the following:

- Identification of each BMP that requires O&M.
- Thorough description of O&M activities, the O&M process, and the handling and placement of any wastes.
- BMP start-up dates.
- Schedule of the frequency of O&M for each BMP.
- Identification of the parties (name, address, and telephone number) responsible for O&M, including a written agreement with the entities responsible for O&M. This agreement can take the form of a Covenant and Agreement recorded by the Project Proponent with the County Recorder, HOA or POA CC&Rs, formation of a maintenance district or assessment district or other instrument sufficient to guarantee perpetual O&M. The preparer of this project-specific WQMP should carefully review the WQMP prior to completing this section of the project-specific WQMP.
- Self-inspections and record-keeping requirements for BMPs (review local specific requirements regarding self-inspections and/or annual reporting), including identification of responsible parties for inspection and record-keeping.
- Thorough descriptions of water quality monitoring, if required by the Co-Permittee.

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Operation of the BMPs listed in this WQMP will commence upon the completion of construction. Once the Project is completed and BMPs are implemented, the measures set forth in this WQMP will continue into perpetuity. The following table identifies the BMPs, the maintenance requirements, and frequency of maintenance for all structural BMPs and treatment control BMPs. Accumulated trash and debris, sediment, and pollutants removed during BMP maintenance will be disposed of in accordance with state and local regulations. In most cases, dry debris and sediment can be disposed in the trash. Wet debris will need to be air dried before disposal. Any debris or sediment expected to contain pollutants at levels exceeding levels acceptable in the local landfill shall be tested and disposed of in accordance with local, state, and federal law based on test results.

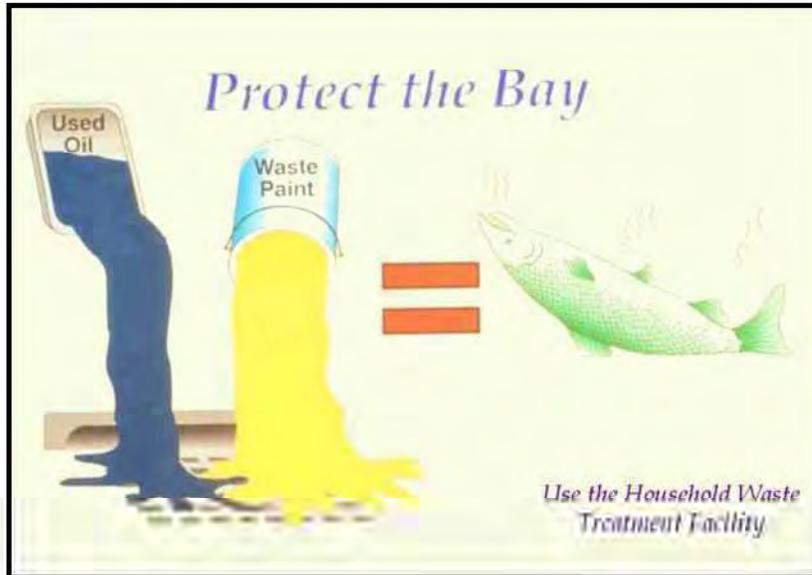
The Owner/Maintenance Contractor will conduct visual inspections of the source control and treatment control BMPs in accordance with the schedules. Water quality monitoring is not locally required for the site. The Owner/Maintenance Contractor will document results and observations, and maintain inspection records. Inspection results shall be maintained on file for not less than three years following the date of the inspection.

BMP Requiring Maintenance	Responsible Party	Maintenance Frequency	Maintenance Requirements
Employee Training / Education Program	Owner	Annually	Conduct sessions for street/parking lot maintenance personnel and any associated contractors covering the requirements of the WQMP, including, but not limited to associated BMP's, good housekeeping practices that prevent pollutant loading in site runoff, activity restrictions as outline herein, and the requirements of the MS4 System Operators.
Parking Lot Maintenance	Owner	Monthly	Inspect parking lots for trash and accumulation of dust or debris. Sweep/remove accumulations of trash and debris in parking lots.
Catch Basin Inspection and Signage	Owner	Annually	<p>The Owner shall inspect the on-site drainage systems each year prior to the onset of the rainy season. Deficiencies on the system that may impact water quality shall be promptly repaired.</p> <p>On-site storm drain signage will utilize language that is consistent with requirements set forth by the Owner. The signs will be located at the storm drain inlets in impervious areas and will be either stenciled or placarded per the City's standards.</p> <p>The signage will be inspected each year and repaired or replaced when they become unreadable.</p>
Landscaped Areas and Slope Protection	Owner	Every two weeks or as needed	Mow, weed, trim vegetation and removal of cut vegetation. Inspect areas for the accumulation of trash and debris, and remove noted accumulations. Avoid applying pesticides and herbicides prior to an expected storm event. Remove and replace dried, dead, or dying vegetation. Repair erosion at inlet/inflow points. Inspect outflow structures and repair as necessary.
Irrigation Systems	Owner	As needed	Repair or replace leaky/broken sprinkler heads. Maintain shutoff valves in good operating condition and replace as necessary. Inspect timing apparatuses for accuracy and maintain in good operating condition.
Litter Control	Owner	As needed	Inspect areas for accumulation of trash, debris, and infestations. Clean up solid waste accordingly and haul off site to City refuse.
Biocell / Bioswale	Owner	As needed and after each storm event	Inspect a minimum of three times per year (once before the rainy season, once during, and once immediately after), or per the manufacturer's recommendations; whichever is more frequent/stringent. Clean -out of sediment should occur when the sediment volume has reduced the storage area by 25% or the depth of sediment has reached approximately 25% of the diameter of the structure. Cleanout of accumulated material should be accomplished by vacuum pumping the material from the header. Cleanout should be accomplished during dry weather. Care should be taken to avoid flushing sediments out through the outlet pipes and into the chamber rows.
Underground Detention System	Owner	As needed and after each storm event	<p>Periodic inspections of the inlet and outlet areas to ascertain correct operation of system and to clean materials trapped on grates protecting catch basins and inlet area should be required monthly.</p> <p>Routine sweeping and cleaning of impervious drainage areas will reduce floatables and sediment loading to underground stormwater storage.</p> <p>The primary maintenance concerns are removal of floatables that become trapped and removal of accumulating sediments within the system; this should be done at least on an annual basis. Proprietary traps and filters associated with stormwater</p>

			<p>storage units should be maintained as recommended by the manufacturer.</p> <p>Confined space safety procedures must be followed by workers entering an underground stormwater storage facility. Sediments are best removed mechanically rather than flushing. If flushing is the only option then great care must be taken not to flush sediments downstream into native waters. Any structural repairs required to inlet and outlet areas should be addressed in a timely manner on an as needed basis. Local authorities may require annual inspection or require that they carry out inspections and maintenance.</p>
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# Appendix 10: Educational Materials

*BMP Fact Sheets, Maintenance Guidelines and Other End-User BMP Information*



Graphic by: Margie Winter

## Description

Non-stormwater discharges are those flows that do not consist entirely of stormwater. For municipalities non-stormwater discharges present themselves in two situations. One is from fixed facilities owned and/or operated by the municipality. The other situation is non-stormwater discharges that are discovered during the normal operation of a field program. Some non-stormwater discharges do not include pollutants and may be discharged to the storm drain. These include uncontaminated groundwater and natural springs. There are also some non-stormwater discharges that typically do not contain pollutants and may be discharged to the storm drain with conditions. These include car washing, and surface cleaning. However, there are certain non-stormwater discharges that pose environmental concern. These discharges may originate from illegal dumping or from internal floor drains, appliances, industrial processes, sinks, and toilets that are connected to the nearby storm drainage system. These discharges (which may include: process waste waters, cooling waters, wash waters, and sanitary wastewater) can carry substances (such as paint, oil, fuel and other automotive fluids, chemicals and other pollutants) into storm drains. The ultimate goal is to effectively eliminate non-stormwater discharges to the stormwater drainage system through implementation of measures to detect, correct, and enforce against illicit connections and illegal discharges.

## Approach

The municipality must address non-stormwater discharges from its fixed facilities by assessing the types of non-stormwater discharges and implementing BMPs for the discharges determined to pose environmental concern. For field programs

## Objectives

- Contain
- Educate
- Reduce/Minimize

## Targeted Constituents

Sediment	<input checked="" type="checkbox"/>
Nutrients	<input checked="" type="checkbox"/>
Trash	<input checked="" type="checkbox"/>
Metals	<input checked="" type="checkbox"/>
Bacteria	<input checked="" type="checkbox"/>
Oil and Grease	<input checked="" type="checkbox"/>
Organics	<input checked="" type="checkbox"/>
Oxygen Demanding	<input checked="" type="checkbox"/>



the field staff must be trained to know what to look for regarding non-stormwater discharges and the procedures to follow in investigating the detected discharges.

## ***Suggested Protocols***

### **Fixed Facility**

#### *General*

- Post “No Dumping” signs with a phone number for reporting dumping and disposal. Signs should also indicate fines and penalties for illegal dumping.
- Stencil storm drains, where applicable, to prevent illegal disposal of pollutants. Storm drain inlets should have messages such as “Dump No Waste Drains to Stream” stenciled next to them to warn against ignorant or intentional dumping of pollutants into the storm drainage system.
- Landscaping and beautification efforts of hot spots might also discourage future dumping, as well as provide open space and increase property values.
- Lighting or barriers may also be needed to discourage future dumping.

#### *Illicit Connections*

- Locate discharges from the fixed facility drainage system to the municipal storm drain system through review of “as-built” piping schematics.
- Use techniques such as smoke testing, dye testing and television camera inspection (as noted below) to verify physical connections.
- Isolate problem areas and plug illicit discharge points.

#### *Visual Inspection and Inventory*

- Inventory and inspect each discharge point during dry weather.
- Keep in mind that drainage from a storm event can continue for several days following the end of a storm and groundwater may infiltrate the underground stormwater collection system. Also, non-stormwater discharges are often intermittent and may require periodic inspections.

#### *Review Infield Piping*

- Review the “as-built” piping schematic as a way to determine if there are any connections to the stormwater collection system.
- Inspect the path of floor drains in older buildings.

#### *Smoke Testing*

- Smoke testing of wastewater and stormwater collection systems is used to detect connections between the two systems.

- During dry weather the stormwater collection system is filled with smoke and then traced to sources. The appearance of smoke at the base of a toilet indicates that there may be a connection between the sanitary and the stormwater system.

### *Dye Testing*

- A dye test can be performed by simply releasing a dye into either your sanitary or process wastewater system and examining the discharge points from the stormwater collection system for discoloration.

### *TV Inspection of Storm Sewer*

- TV Cameras can be employed to visually identify illicit connections to the fixed facility storm drain system.

### *Illegal Dumping*

- Regularly inspect and clean up hot spots and other storm drainage areas where illegal dumping and disposal occurs.
- Clean up spills on paved surfaces with as little water as possible. Use a rag for small spills, a damp mop for general cleanup, and absorbent material for larger spills. If the spilled material is hazardous, then the used cleanup materials are also hazardous and must be sent to a certified laundry (rags) or disposed of as hazardous waste.
- Never hose down or bury dry material spills. Sweep up the material and dispose of properly.
- Use adsorbent materials on small spills rather than hosing down the spill. Remove the adsorbent materials promptly and dispose of properly.
- For larger spills, a private spill cleanup company or Hazmat team may be necessary.
- See fact sheet SC-11 Spill Prevention, Control, and Clean Up.

## **Field Program**

### *General*

- Develop clear protocols and lines of communication for effectively prohibiting non-stormwater discharges, especially ones that involve more than one jurisdiction and those that are not classified as hazardous, which are often not responded to as effectively as they need to be.
- Stencil storm drains, where applicable, to prevent illegal disposal of pollutants. Storm drain inlets should have messages such as "Dump No Waste Drains to Stream" stenciled next to them to warn against ignorant or intentional dumping of pollutants into the storm drainage system.
- See SC-74 Stormwater Drainage System Maintenance for additional information.

*Field Inspection*

- Regularly inspect and clean up hot spots and other storm drainage areas where illegal dumping and disposal occurs.
- During routine field program maintenance field staff should look for evidence of illegal discharges or illicit connection:
  - Is there evidence of spills such as paints, discoloring, etc.
  - Are there any odors associated with the drainage system
  - Record locations of apparent illegal discharges/illicit connections and notify appropriate investigating agency.
- If trained, conduct field investigation of non-stormwater discharges to determine whether they pose a threat to water quality.

*Recommended Complaint Investigation Equipment*

- Field Screening Analysis
  - pH paper or meter
  - Commercial stormwater pollutant screening kit that can detect for reactive phosphorus, nitrate nitrogen, ammonium nitrogen, specific conductance, and turbidity
  - Sample jars
  - Sample collection pole
  - A tool to remove access hole covers
- Laboratory Analysis
  - Sample cooler
  - Ice
  - Sample jars and labels
  - Chain of custody forms.
- Documentation
  - Camera
  - Notebook
  - Pens
  - Notice of Violation forms

- Educational materials

## *Reporting*

- A database is useful for defining and tracking the magnitude and location of the problem.
- Report prohibited non-stormwater discharges observed during the course of normal daily activities so they can be investigated, contained and cleaned up or eliminated.
- Document that non-stormwater discharges have been eliminated by recording tests performed, methods used, dates of testing, and any onsite drainage points observed.
- Maintain documentation of illicit connection and illegal dumping incidents, including significant conditionally exempt discharges that are not properly managed.

## *Enforcement*

- Educate the responsible party if identified on the impacts of their actions, explain the stormwater requirements, and provide information regarding Best Management Practices (BMP), as appropriate. Initiate follow-up and/or enforcement procedures.
- If an illegal discharge is traced to a commercial, residential or industrial source, conduct the following activities or coordinate the following activities with the appropriate agency:
  - Contact the responsible party to discuss methods of eliminating the non-stormwater discharge, including disposal options, recycling, and possible discharge to the sanitary sewer (if within POTW limits).
  - Provide information regarding BMPs to the responsible party, where appropriate.
  - Begin enforcement procedures, if appropriate.
  - Continue inspection and follow-up activities until the illicit discharge activity has ceased.
- If an illegal discharge is traced to a commercial or industrial activity, coordinate information on the discharge with the jurisdiction's commercial and industrial facility inspection program.

## *Training*

- Train technical staff to identify and document illegal dumping incidents.
- Well-trained employees can reduce human errors that lead to accidental releases or spills. The employee should have the tools and knowledge to immediately begin cleaning up a spill if one should occur. Employees should be familiar with the Spill Prevention Control and Countermeasure Plan.
- Train employees to identify non-stormwater discharges and report them to the appropriate departments.
- Train staff who have the authority to conduct surveillance and inspections, and write citations for those caught illegally dumping.

- Train municipal staff responsible for surveillance and inspection in the following:
  - OSHA-required Health and Safety Training (29 CFR 1910.120) plus annual refresher training (as needed).
  - OSHA Confined Space Entry training (Cal-OSHA Confined Space, Title 8 and federal OSHA 29 CFR 1910.146).
  - Procedural training (field screening, sampling, smoke/dye testing, TV inspection).
- Educate the identified responsible party on the impacts of his or her actions.

***Spill Response and Prevention***

- See SC-11 Spill Prevention Control and Clean Up

***Other Considerations***

- The elimination of illegal dumping is dependent on the availability, convenience, and cost of alternative means of disposal. The cost of fees for dumping at a proper waste disposal facility are often more than the fine for an illegal dumping offense, thereby discouraging people from complying with the law. The absence of routine or affordable pickup service for trash and recyclables in some communities also encourages illegal dumping. A lack of understanding regarding applicable laws or the inadequacy of existing laws may also contribute to the problem.
- Municipal codes should include sections prohibiting the discharge of soil, debris, refuse, hazardous wastes, and other pollutants into the storm drain system.
- Many facilities do not have accurate, up-to-date schematic drawings.
- Can be difficult to locate illicit connections especially if there is groundwater infiltration.

**Requirements*****Costs***

- Eliminating illicit connections can be expensive especially if structural modifications are required such re-plumbing cross connections under an existing slab.
- Minor cost to train field crews regarding the identification of non-stormwater discharges. The primary cost is for a fully integrated program to identify and eliminate illicit connections and illegal dumping. However, by combining with other municipal programs (i.e. pretreatment program) cost may be lowered.
- Municipal cost for containment and disposal may be borne by the discharger.

***Maintenance***

Not applicable

## Supplemental Information

### *Further Detail of the BMP*

*What constitutes a “non-stormwater” discharge?*

- Non-stormwater discharges are discharges not made up entirely of stormwater and include water used directly in the manufacturing process (process wastewater), air conditioning condensate and coolant, non-contact cooling water, cooling equipment condensate, outdoor secondary containment water, vehicle and equipment wash water, landscape irrigation, sink and drinking fountain wastewater, sanitary wastes, or other wastewaters.

### *Permit Requirements*

- Current municipal NPDES permits require municipalities to effectively prohibit non-stormwater discharges unless authorized by a separate NPDES permit or allowed in accordance with the current NPDES permit conditions. Typically the current permits allow certain non-stormwater discharges in the storm drain system as long as the discharges are not significant sources of pollutants. In this context the following non-stormwater discharges are typically allowed:
  - Diverted stream flows;
  - Rising found waters;
  - Uncontaminated ground water infiltration (as defined at 40 CFR 35.2005(20));
  - Uncontaminated pumped ground water;
  - Foundation drains;
  - Springs;
  - Water from crawl space pumps;
  - Footing drains;
  - Air conditioning condensation;
  - Flows from riparian habitats and wetlands;
  - Water line and hydrant flushing ;
  - Landscape irrigation;
  - Planned and unplanned discharges from potable water sources;
  - Irrigation water;
  - Individual residential car washing; and
  - Lawn watering.

Municipal facilities subject to industrial general permit requirements must include a certification that the stormwater collection system has been tested or evaluated for the presence of non-stormwater discharges. The state's General Industrial Stormwater Permit requires that non-stormwater discharges be eliminated prior to implementation of the facility's SWPPP.

### *Illegal Dumping*

- Establish a system for tracking incidents. The system should be designed to identify the following:
  - Illegal dumping hot spots
  - Types and quantities (in some cases) of wastes
  - Patterns in time of occurrence (time of day/night, month, or year)
  - Mode of dumping (abandoned containers, "midnight dumping" from moving vehicles, direct dumping of materials, accidents/spills)
  - Responsible parties

### *Outreach*

One of the keys to success of reducing or eliminating illegal dumping is increasing the number of people on the street who are aware of the problem and who have the tools to at least identify the incident, if not correct it. There are a number of ways of accomplishing this:

- Train municipal staff from all departments (public works, utilities, street cleaning, parks and recreation, industrial waste inspection, hazardous waste inspection, sewer maintenance) to recognize and report the incidents.
- Deputize municipal staff who may come into contact with illegal dumping with the authority to write illegal dumping tickets for offenders caught in the act (see below).
- Educate the public. As many as 3 out of 4 people do not understand that in most communities the storm drain does not go to the wastewater treatment plant. Unfortunately, with the heavy emphasis in recent years on public education about solid waste management, including recycling and household hazardous waste, the sewer system (both storm and sanitary) has been the likely recipient of cross-media transfers of waste.
- Provide the public with a mechanism for reporting incidents such as a hot line and/or door hanger (see below).
- Help areas where incidents occur more frequently set up environmental watch programs (like crime watch programs).
- Train volunteers to notice and report the presence and suspected source of an observed pollutant to the appropriate public agency.

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  - Footing drains;
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Municipal facilities subject to industrial general permit requirements must include a certification that the stormwater collection system has been tested or evaluated for the presence

of non-stormwater discharges. The state's General Industrial Stormwater Permit requires that non-stormwater discharges be eliminated prior to implementation of the facility's SWPPP.

#### *Storm Drain Stenciling*

- Stencil storm drain inlets with a message to prohibit illegal dumpings, especially in areas with waste handling facilities.
- Encourage public reporting of improper waste disposal by a HOTLINE number stenciled onto the storm drain inlet.
- See Supplemental Information section of this fact sheet for further detail on stenciling program approach.

#### *Oil Recycling*

- Contract collection and hauling of used oil to a private licensed used oil hauler/recycler.
- Comply with all applicable state and federal regulations regarding storage, handling, and transport of petroleum products.
- Create procedures for collection such as; collection locations and schedule, acceptable containers, and maximum amounts accepted.
- The California Integrated Waste Management Board has a Recycling Hotline, (800) 553-2962, that provides information and recycling locations for used oil.

#### ***Household Hazardous Waste***

- Provide household hazardous waste (HHW) collection facilities. Several types of collection approaches are available including permanent, periodic, or mobile centers, curbside collection, or a combination of these systems.

#### ***Training***

- Train municipal employees and contractors in proper and consistent methods for waste disposal.
- Train municipal employees to recognize and report illegal dumping.
- Train employees and subcontractors in proper hazardous waste management.

#### ***Spill Response and Prevention***

- Refer to SC-11, Spill Prevention, Control & Cleanup
- Have spill cleanup materials readily available and in a known location.
- Cleanup spills immediately and use dry methods if possible.
- Properly dispose of spill cleanup material.

## ***Other Considerations***

- Federal Regulations (RCRA, SARA, CERCLA) and state regulations exist regarding the disposal of hazardous waste.
- Municipalities are required to have a used oil recycling element and a HHW element within their integrated waste management plan.
- Significant liability issues are involved with the collection, handling, and disposal of HHW.

## ***Examples***

The City of Palo Alto has developed a public participation program for reporting dumping violations. When a concerned citizen or public employee encounters evidence of illegal dumping, a door hanger (similar in format to hotel "Do Not Disturb" signs) is placed on the front doors in the neighborhood. The door hanger notes that a violation has occurred in the neighborhood, informs the reader why illegal dumping is a problem, and notes that illegal dumping carries a significant financial penalty. Information is also provided on what citizens can do as well as contact numbers for more information or to report a violation.

The Port of Long Beach has a state of the art database incorporating storm drain infrastructure, potential pollutant sources, facility management practices, and a pollutant tracking system.

The State Department of Fish and Game has a hotline for reporting violations called CalTIP (1-800-952-5400). The phone number may be used to report any violation of a Fish and Game code (illegal dumping, poaching, etc.).

The California Department of Toxic Substances Control's Waste Alert Hotline, 1-800-69TOXIC, can be used to report hazardous waste violations.

## **References and Resources**

<http://www.stormwatercenter.net/>

California's Nonpoint Source Program Plan <http://www.co.clark.wa.us/pubworks/bmpman.pdf>

King County Stormwater Pollution Control Manual - <http://dnr.metrokc.gov/wlr/dss/spcm.htm>

Orange County Stormwater Program,  
[http://www.ocwatersheds.com/stormwater/swp\\_introduction.asp](http://www.ocwatersheds.com/stormwater/swp_introduction.asp)

San Diego Stormwater Co-permittees Jurisdictional Urban Runoff Management Program  
(<http://www.projectcleanwater.org>)

Santa Clara Valley Urban Runoff Pollution Prevention Program  
[http://www.scvurppp-w2k.com/pdf%20documents/PS\\_ICID.PDF](http://www.scvurppp-w2k.com/pdf%20documents/PS_ICID.PDF)

# Spill Prevention, Control & Cleanup SC-11



Photo Credit: Geoff Brosseau

## Objectives

- Cover
- Contain
- Educate
- Reduce/Minimize
- Product Substitution

## Description

Many activities that occur at an industrial or commercial site have the potential to cause accidental or illegal spills. Preparation for accidental or illegal spills, with proper training and reporting systems implemented, can minimize the discharge of pollutants to the environment.

Spills and leaks are one of the largest contributors of stormwater pollutants. Spill prevention and control plans are applicable to any site at which hazardous materials are stored or used. An effective plan should have spill prevention and response procedures that identify potential spill areas, specify material handling procedures, describe spill response procedures, and provide spill clean-up equipment. The plan should take steps to identify and characterize potential spills, eliminate and reduce spill potential, respond to spills when they occur in an effort to prevent pollutants from entering the stormwater drainage system, and train personnel to prevent and control future spills.

## Approach

### *Pollution Prevention*

- Develop procedures to prevent/mitigate spills to storm drain systems. Develop and standardize reporting procedures, containment, storage, and disposal activities, documentation, and follow-up procedures.
- Develop a Spill Prevention Control and Countermeasure (SPCC) Plan. The plan should include:

## Targeted Constituents

Sediment	
Nutrients	
Trash	
Metals	<input checked="" type="checkbox"/>
Bacteria	
Oil and Grease	<input checked="" type="checkbox"/>
Organics	<input checked="" type="checkbox"/>



# **SC-11 Spill Prevention, Control & Cleanup**

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- Description of the facility, owner and address, activities and chemicals present
- Facility map
- Notification and evacuation procedures
- Cleanup instructions
- Identification of responsible departments
- Identify key spill response personnel
- Recycle, reclaim, or reuse materials whenever possible. This will reduce the amount of process materials that are brought into the facility.

## ***Suggested Protocols (including equipment needs)***

### ***Spill Prevention***

- Develop procedures to prevent/mitigate spills to storm drain systems. Develop and standardize reporting procedures, containment, storage, and disposal activities, documentation, and follow-up procedures.
- If consistent illegal dumping is observed at the facility:
  - Post “No Dumping” signs with a phone number for reporting illegal dumping and disposal. Signs should also indicate fines and penalties applicable for illegal dumping.
  - Landscaping and beautification efforts may also discourage illegal dumping.
  - Bright lighting and/or entrance barriers may also be needed to discourage illegal dumping.
- Store and contain liquid materials in such a manner that if the tank is ruptured, the contents will not discharge, flow, or be washed into the storm drainage system, surface waters, or groundwater.
- If the liquid is oil, gas, or other material that separates from and floats on water, install a spill control device (such as a tee section) in the catch basins that collects runoff from the storage tank area.
- Routine maintenance:
  - Place drip pans or absorbent materials beneath all mounted taps, and at all potential drip and spill locations during filling and unloading of tanks. Any collected liquids or soiled absorbent materials must be reused/recycled or properly disposed.
  - Store and maintain appropriate spill cleanup materials in a location known to all near the tank storage area; and ensure that employees are familiar with the site’s spill control plan and/or proper spill cleanup procedures.
  - Sweep and clean the storage area monthly if it is paved, *do not hose down the area to a storm drain.*

# Spill Prevention, Control & Cleanup SC-11

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- Check tanks (and any containment sumps) daily for leaks and spills. Replace tanks that are leaking, corroded, or otherwise deteriorating with tanks in good condition. Collect all spilled liquids and properly dispose of them.
- Label all containers according to their contents (e.g., solvent, gasoline).
- Label hazardous substances regarding the potential hazard (corrosive, radioactive, flammable, explosive, poisonous).
- Prominently display required labels on transported hazardous and toxic materials (per US DOT regulations).
- Identify key spill response personnel.

## *Spill Control and Cleanup Activities*

- Follow the Spill Prevention Control and Countermeasure Plan.
- Clean up leaks and spills immediately.
- Place a stockpile of spill cleanup materials where it will be readily accessible (e.g., near storage and maintenance areas).
- On paved surfaces, clean up spills with as little water as possible. Use a rag for small spills, a damp mop for general cleanup, and absorbent material for larger spills. If the spilled material is hazardous, then the used cleanup materials are also hazardous and must be sent to a certified laundry (rags) or disposed of as hazardous waste. Physical methods for the cleanup of dry chemicals include the use of brooms, shovels, sweepers, or plows.
- Never hose down or bury dry material spills. Sweep up the material and dispose of properly.
- Chemical cleanups of material can be achieved with the use of adsorbents, gels, and foams. Use adsorbent materials on small spills rather than hosing down the spill. Remove the adsorbent materials promptly and dispose of properly.
- For larger spills, a private spill cleanup company or Hazmat team may be necessary.

## *Reporting*

- Report spills that pose an immediate threat to human health or the environment to the Regional Water Quality Control Board.
- Federal regulations require that any oil spill into a water body or onto an adjoining shoreline be reported to the National Response Center (NRC) at 800-424-8802 (24 hour).
- Report spills to local agencies, such as the fire department; they can assist in cleanup.
- Establish a system for tracking incidents. The system should be designed to identify the following:
  - Types and quantities (in some cases) of wastes
  - Patterns in time of occurrence (time of day/night, month, or year)

# **SC-11 Spill Prevention, Control & Cleanup**

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- Mode of dumping (abandoned containers, “midnight dumping” from moving vehicles, direct dumping of materials, accidents/spills)
- Responsible parties

## ***Training***

- Educate employees about spill prevention and cleanup.
- Well-trained employees can reduce human errors that lead to accidental releases or spills:
  - The employee should have the tools and knowledge to immediately begin cleaning up a spill should one occur.
  - Employees should be familiar with the Spill Prevention Control and Countermeasure Plan.
- Employees should be educated about aboveground storage tank requirements. Employees responsible for aboveground storage tanks and liquid transfers should be thoroughly familiar with the Spill Prevention Control and Countermeasure Plan and the plan should be readily available.
- Train employees to recognize and report illegal dumping incidents.

## ***Other Considerations (Limitations and Regulations)***

- A Spill Prevention Control and Countermeasure Plan (SPCC) is required for facilities that are subject to the oil pollution regulations specified in Part 112 of Title 40 of the Code of Federal Regulations or if they have a storage capacity of 10,000 gallons or more of petroleum. (Health and Safety Code 6.67)
- State regulations also exist for storage of hazardous materials (Health & Safety Code Chapter 6.95), including the preparation of area and business plans for emergency response to the releases or threatened releases.
- Consider requiring smaller secondary containment areas (less than 200 sq. ft.) to be connected to the sanitary sewer, prohibiting any hard connections to the storm drain.

## **Requirements**

### ***Costs (including capital and operation & maintenance)***

- Will vary depending on the size of the facility and the necessary controls.
- Prevention of leaks and spills is inexpensive. Treatment and/or disposal of contaminated soil or water can be quite expensive.

### ***Maintenance (including administrative and staffing)***

- This BMP has no major administrative or staffing requirements. However, extra time is needed to properly handle and dispose of spills, which results in increased labor costs.

# **Spill Prevention, Control & Cleanup SC-11**

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## **Supplemental Information**

### ***Further Detail of the BMP***

#### *Reporting*

Record keeping and internal reporting represent good operating practices because they can increase the efficiency of the facility and the effectiveness of BMPs. A good record keeping system helps the facility minimize incident recurrence, correctly respond with appropriate cleanup activities, and comply with legal requirements. A record keeping and reporting system should be set up for documenting spills, leaks, and other discharges, including discharges of hazardous substances in reportable quantities. Incident records describe the quality and quantity of non-stormwater discharges to the storm sewer. These records should contain the following information:

- Date and time of the incident
- Weather conditions
- Duration of the spill/leak/discharge
- Cause of the spill/leak/discharge
- Response procedures implemented
- Persons notified
- Environmental problems associated with the spill/leak/discharge

Separate record keeping systems should be established to document housekeeping and preventive maintenance inspections, and training activities. All housekeeping and preventive maintenance inspections should be documented. Inspection documentation should contain the following information:

- The date and time the inspection was performed
- Name of the inspector
- Items inspected
- Problems noted
- Corrective action required
- Date corrective action was taken

Other means to document and record inspection results are field notes, timed and dated photographs, videotapes, and drawings and maps.

#### *Aboveground Tank Leak and Spill Control*

Accidental releases of materials from aboveground liquid storage tanks present the potential for contaminating stormwater with many different pollutants. Materials spilled, leaked, or lost from

# **SC-11 Spill Prevention, Control & Cleanup**

tanks may accumulate in soils or on impervious surfaces and be carried away by stormwater runoff.

The most common causes of unintentional releases are:

- Installation problems
- Failure of piping systems (pipes, pumps, flanges, couplings, hoses, and valves)
- External corrosion and structural failure
- Spills and overfills due to operator error
- Leaks during pumping of liquids or gases from truck or rail car to a storage tank or vice versa

Storage of reactive, ignitable, or flammable liquids should comply with the Uniform Fire Code and the National Electric Code. Practices listed below should be employed to enhance the code requirements:

- Tanks should be placed in a designated area.
- Tanks located in areas where firearms are discharged should be encapsulated in concrete or the equivalent.
- Designated areas should be impervious and paved with Portland cement concrete, free of cracks and gaps, in order to contain leaks and spills.
- Liquid materials should be stored in UL approved double walled tanks or surrounded by a curb or dike to provide the volume to contain 10 percent of the volume of all of the containers or 110 percent of the volume of the largest container, whichever is greater. The area inside the curb should slope to a drain.
- For used oil or dangerous waste, a dead-end sump should be installed in the drain.
- All other liquids should be drained to the sanitary sewer if available. The drain must have a positive control such as a lock, valve, or plug to prevent release of contaminated liquids.
- Accumulated stormwater in petroleum storage areas should be passed through an oil/water separator.

Maintenance is critical to preventing leaks and spills. Conduct routine inspections and:

- Check for external corrosion and structural failure.
- Check for spills and overfills due to operator error.
- Check for failure of piping system (pipes, pumps, flanger, coupling, hoses, and valves).
- Check for leaks or spills during pumping of liquids or gases from truck or rail car to a storage facility or vice versa.

# Spill Prevention, Control & Cleanup SC-11

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- Visually inspect new tank or container installation for loose fittings, poor welding, and improper or poorly fitted gaskets.
- Inspect tank foundations, connections, coatings, and tank walls and piping system. Look for corrosion, leaks, cracks, scratches, and other physical damage that may weaken the tank or container system.
- Frequently relocate accumulated stormwater during the wet season.
- Periodically conduct integrity testing by a qualified professional.

## *Vehicle Leak and Spill Control*

Major spills on roadways and other public areas are generally handled by highly trained Hazmat teams from local fire departments or environmental health departments. The measures listed below pertain to leaks and smaller spills at vehicle maintenance shops.

In addition to implementing the spill prevention, control, and clean up practices above, use the following measures related to specific activities:

## *Vehicle and Equipment Maintenance*

- Perform all vehicle fluid removal or changing inside or under cover to prevent the run-on of stormwater and the runoff of spills.
- Regularly inspect vehicles and equipment for leaks, and repair immediately.
- Check incoming vehicles and equipment (including delivery trucks, and employee and subcontractor vehicles) for leaking oil and fluids. Do not allow leaking vehicles or equipment onsite.
- Always use secondary containment, such as a drain pan or drop cloth, to catch spills or leaks when removing or changing fluids.
- Immediately drain all fluids from wrecked vehicles.
- Store wrecked vehicles or damaged equipment under cover.
- Place drip pans or absorbent materials under heavy equipment when not in use.
- Use adsorbent materials on small spills rather than hosing down the spill.
- Remove the adsorbent materials promptly and dispose of properly.
- Promptly transfer used fluids to the proper waste or recycling drums. Don't leave full drip pans or other open containers lying around.
- Oil filters disposed of in trashcans or dumpsters can leak oil and contaminate stormwater. Place the oil filter in a funnel over a waste oil recycling drum to drain excess oil before disposal. Oil filters can also be recycled. Ask your oil supplier or recycler about recycling oil filters.

# **SC-11 Spill Prevention, Control & Cleanup**

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- Store cracked batteries in a non-leaking secondary container. Do this with all cracked batteries, even if you think all the acid has drained out. If you drop a battery, treat it as if it is cracked. Put it into the containment area until you are sure it is not leaking.

## *Vehicle and Equipment Fueling*

- Design the fueling area to prevent the run-on of stormwater and the runoff of spills:
  - Cover fueling area if possible.
  - Use a perimeter drain or slope pavement inward with drainage to a sump.
  - Pave fueling area with concrete rather than asphalt.
- If dead-end sump is not used to collect spills, install an oil/water separator.
- Install vapor recovery nozzles to help control drips as well as air pollution.
- Discourage “topping-off” of fuel tanks.
- Use secondary containment when transferring fuel from the tank truck to the fuel tank.
- Use adsorbent materials on small spills and general cleaning rather than hosing down the area. Remove the adsorbent materials promptly.
- Carry out all Federal and State requirements regarding underground storage tanks, or install above ground tanks.
- Do not use mobile fueling of mobile industrial equipment around the facility; rather, transport the equipment to designated fueling areas.
- Keep your Spill Prevention Control and Countermeasure (SPCC) Plan up-to-date.
- Train employees in proper fueling and cleanup procedures.

## *Industrial Spill Prevention Response*

For the purposes of developing a spill prevention and response program to meet the stormwater regulations, facility managers should use information provided in this fact sheet and the spill prevention/response portions of the fact sheets in this handbook, for specific activities. The program should:

- Integrate with existing emergency response/hazardous materials programs (e.g., Fire Department)
- Develop procedures to prevent/mitigate spills to storm drain systems
- Identify responsible departments
- Develop and standardize reporting procedures, containment, storage, and disposal activities, documentation, and follow-up procedures
- Address spills at municipal facilities, as well as public areas

# **Spill Prevention, Control & Cleanup SC-11**

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- Provide training concerning spill prevention, response and cleanup to all appropriate personnel

## **References and Resources**

California's Nonpoint Source Program Plan <http://www.swrcb.ca.gov/nps/index.html>

Clark County Storm Water Pollution Control Manual  
<http://www.co.clark.wa.us/pubworks/bmpman.pdf>

King County Storm Water Pollution Control Manual <http://dnr.metrokc.gov/wlr/dss/spcm.htm>

Santa Clara Valley Urban Runoff Pollution Prevention Program <http://www.scvurppp.org>

The Stormwater Managers Resource Center <http://www.stormwatercenter.net/>



## Objectives

- Cover
- Contain
- Educate
- Reduce/Minimize

## Description

As a consequence of its function, the stormwater conveyance system collects and transports urban runoff and stormwater that may contain certain pollutants. The protocols in this fact sheet are intended to reduce pollutants reaching receiving waters through proper conveyance system operation and maintenance.

## Approach

### *Pollution Prevention*

Maintain catch basins, stormwater inlets, and other stormwater conveyance structures on a regular basis to remove pollutants, reduce high pollutant concentrations during the first flush of storms, prevent clogging of the downstream conveyance system, restore catch basins' sediment trapping capacity, and ensure the system functions properly hydraulically to avoid flooding.

### *Suggested Protocols*

#### *Catch Basins/Inlet Structures*

- Staff should regularly inspect facilities to ensure compliance with the following:
  - Immediate repair of any deterioration threatening structural integrity.
  - Cleaning before the sump is 40% full. Catch basins should be cleaned as frequently as needed to meet this standard.
  - Stenciling of catch basins and inlets (see SC34 Waste Handling and Disposal).

## Targeted Constituents

Sediment	✓
Nutrients	
Trash	✓
Metals	
Bacteria	✓
Oil and Grease	
Organics	



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- Clean catch basins, storm drain inlets, and other conveyance structures before the wet season to remove sediments and debris accumulated during the summer.
- Conduct inspections more frequently during the wet season for problem areas where sediment or trash accumulates more often. Clean and repair as needed.
- Keep accurate logs of the number of catch basins cleaned.
- Store wastes collected from cleaning activities of the drainage system in appropriate containers or temporary storage sites in a manner that prevents discharge to the storm drain.
- Dewater the wastes if necessary with outflow into the sanitary sewer if permitted. Water should be treated with an appropriate filtering device prior to discharge to the sanitary sewer. If discharge to the sanitary sewer is not allowed, water should be pumped or vacuumed to a tank and properly disposed. Do not dewater near a storm drain or stream.

## *Storm Drain Conveyance System*

- Locate reaches of storm drain with deposit problems and develop a flushing schedule that keeps the pipe clear of excessive buildup.
- Collect and pump flushed effluent to the sanitary sewer for treatment whenever possible.

## *Pump Stations*

- Clean all storm drain pump stations prior to the wet season to remove silt and trash.
- Do not allow discharge to reach the storm drain system when cleaning a storm drain pump station or other facility.
- Conduct routine maintenance at each pump station.
- Inspect, clean, and repair as necessary all outlet structures prior to the wet season.

## *Open Channel*

- Modify storm channel characteristics to improve channel hydraulics, increase pollutant removals, and enhance channel/creek aesthetic and habitat value.
- Conduct channel modification/improvement in accordance with existing laws. Any person, government agency, or public utility proposing an activity that will change the natural (emphasis added) state of any river, stream, or lake in California, must enter into a Stream or Lake Alteration Agreement with the Department of Fish and Game. The developer-applicant should also contact local governments (city, county, special districts), other state agencies (SWRCB, RWQCB, Department of Forestry, Department of Water Resources), and Federal Corps of Engineers and USFWS.

## *Illicit Connections and Discharges*

- Look for evidence of illegal discharges or illicit connections during routine maintenance of conveyance system and drainage structures:
  - Is there evidence of spills such as paints, discoloring, etc?

- Are there any odors associated with the drainage system?
- Record locations of apparent illegal discharges/illicit connections?
- Track flows back to potential dischargers and conduct aboveground inspections. This can be done through visual inspection of upgradient manholes or alternate techniques including zinc chloride smoke testing, fluorometric dye testing, physical inspection testing, or television camera inspection.
- Eliminate the discharge once the origin of flow is established.
- Stencil or demarcate storm drains, where applicable, to prevent illegal disposal of pollutants. Storm drain inlets should have messages such as “Dump No Waste Drains to Stream” stenciled next to them to warn against ignorant or intentional dumping of pollutants into the storm drainage system.
- Refer to fact sheet SC-10 Non-Stormwater Discharges.

### *Illegal Dumping*

- Inspect and clean up hot spots and other storm drainage areas regularly where illegal dumping and disposal occurs.
- Establish a system for tracking incidents. The system should be designed to identify the following:
  - Illegal dumping hot spots
  - Types and quantities (in some cases) of wastes
  - Patterns in time of occurrence (time of day/night, month, or year)
  - Mode of dumping (abandoned containers, “midnight dumping” from moving vehicles, direct dumping of materials, accidents/spills)
  - Responsible parties
- Post “No Dumping” signs in problem areas with a phone number for reporting dumping and disposal. Signs should also indicate fines and penalties for illegal dumping.
- Refer to fact sheet SC-10 Non-Stormwater Discharges.

### *Training*

- Train crews in proper maintenance activities, including record keeping and disposal.
- Allow only properly trained individuals to handle hazardous materials/wastes.
- Have staff involved in detection and removal of illicit connections trained in the following:
  - OSHA-required Health and Safety Training (29 CFR 1910.120) plus annual refresher training (as needed).

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- OSHA Confined Space Entry training (Cal-OSHA Confined Space, Title 8 and Federal OSHA 29 CFR 1910.146).
- Procedural training (field screening, sampling, smoke/dye testing, TV inspection).

## ***Spill Response and Prevention***

- Investigate all reports of spills, leaks, and/or illegal dumping promptly.
- Clean up all spills and leaks using “dry” methods (with absorbent materials and/or rags) or dig up, remove, and properly dispose of contaminated soil.
- Refer to fact sheet SC-11 Spill Prevention, Control, and Cleanup.

## ***Other Considerations (Limitations and Regulations)***

- Clean-up activities may create a slight disturbance for local aquatic species. Access to items and material on private property may be limited. Trade-offs may exist between channel hydraulics and water quality/riparian habitat. If storm channels or basins are recognized as wetlands, many activities, including maintenance, may be subject to regulation and permitting.
- Storm drain flushing is most effective in small diameter pipes (36-inch diameter pipe or less, depending on water supply and sediment collection capacity). Other considerations associated with storm drain flushing may include the availability of a water source, finding a downstream area to collect sediments, liquid/sediment disposal, and prohibition against disposal of flushed effluent to sanitary sewer in some areas.
- Regulations may include adoption of substantial penalties for illegal dumping and disposal.
- Local municipal codes may include sections prohibiting discharge of soil, debris, refuse, hazardous wastes, and other pollutants into the storm drain system.

## **Requirements**

### ***Costs***

- An aggressive catch basin cleaning program could require a significant capital and O&M budget.
- The elimination of illegal dumping is dependent on the availability, convenience, and cost of alternative means of disposal. The primary cost is for staff time. Cost depends on how aggressively a program is implemented. Other cost considerations for an illegal dumping program include:
  - Purchase and installation of signs.
  - Rental of vehicle(s) to haul illegally-disposed items and material to landfills.
  - Rental of heavy equipment to remove larger items (e.g., car bodies) from channels.
  - Purchase of landfill space to dispose of illegally-dumped items and material.

- Methods used for illicit connection detection (smoke testing, dye testing, visual inspection, and flow monitoring) can be costly and time-consuming. Site-specific factors, such as the level of impervious area, the density and ages of buildings, and type of land use will determine the level of investigation necessary.

## ***Maintenance***

- Two-person teams may be required to clean catch basins with vacuor trucks.
- Teams of at least two people plus administrative personnel are required to identify illicit discharges, depending on the complexity of the storm sewer system.
- Arrangements must be made for proper disposal of collected wastes.
- Technical staff are required to detect and investigate illegal dumping violations.

## **Supplemental Information**

### ***Further Detail of the BMP***

#### ***Storm Drain Flushing***

Flushing is a common maintenance activity used to improve pipe hydraulics and to remove pollutants in storm drainage systems. Flushing may be designed to hydraulically convey accumulated material to strategic locations, such as an open channel, another point where flushing will be initiated, or the sanitary sewer and the treatment facilities, thus preventing resuspension and overflow of a portion of the solids during storm events. Flushing prevents “plug flow” discharges of concentrated pollutant loadings and sediments. Deposits can hinder the designed conveyance capacity of the storm drain system and potentially cause backwater conditions in severe cases of clogging.

Storm drain flushing usually takes place along segments of pipe with grades that are too flat to maintain adequate velocity to keep particles in suspension. An upstream manhole is selected to place an inflatable device that temporarily plugs the pipe. Further upstream, water is pumped into the line to create a flushing wave. When the upstream reach of pipe is sufficiently full to cause a flushing wave, the inflated device is rapidly deflated with the assistance of a vacuum pump, thereby releasing the backed up water and resulting in the cleaning of the storm drain segment.

To further reduce impacts of stormwater pollution, a second inflatable device placed well downstream may be used to recollect the water after the force of the flushing wave has dissipated. A pump may then be used to transfer the water and accumulated material to the sanitary sewer for treatment. In some cases, an interceptor structure may be more practical or required to recollect the flushed waters.

It has been found that cleansing efficiency of periodic flush waves is dependent upon flush volume, flush discharge rate, sewer slope, sewer length, sewer flow rate, sewer diameter, and population density. As a rule of thumb, the length of line to be flushed should not exceed 700 feet. At this maximum recommended length, the percent removal efficiency ranges between 65-75% for organics and 55-65% for dry weather grit/inorganic material. The percent removal efficiency drops rapidly beyond that. Water is commonly supplied by a water truck, but fire hydrants can also supply water. To make the best use of water, it is recommended that reclaimed water be used or that fire hydrant line flushing coincide with storm sewer flushing.

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## References and Resources

California's Nonpoint Source Program Plan <http://www.swrcb.ca.gov/nps/index.html>

Clark County Storm Water Pollution Control Manual  
<http://www.co.clark.wa.us/pubworks/bmpman.pdf>

Ferguson, B.K. 1991. Urban Stream Reclamation, p. 324-322, Journal of Soil and Water Conservation.

King County Storm Water Pollution Control Manual <http://dnr.metrokc.gov/wlr/dss/spcm.htm>

Oregon Association of Clean Water Agencies. Oregon Municipal Stormwater Toolbox for Maintenance Practices. June 1998.

Santa Clara Valley Urban Runoff Pollution Prevention Program <http://www.scvurppp.org>

The Storm Water Managers Resource Center <http://www.stormwatercenter.net>

United States Environmental Protection Agency (USEPA). 2002. Pollution Prevention/Good Housekeeping for Municipal Operations Storm Drain System Cleaning. On line:  
[http://www.epa.gov/npdes/menuofbmps/poll\\_16.htm](http://www.epa.gov/npdes/menuofbmps/poll_16.htm)

# Site Design & Landscape Planning SD-10



## Design Objectives

- Maximize Infiltration
- Provide Retention
- Slow Runoff
- Minimize Impervious Land Coverage
- Prohibit Dumping of Improper Materials
- Contain Pollutants
- Collect and Convey

## Description

Each project site possesses unique topographic, hydrologic, and vegetative features, some of which are more suitable for development than others. Integrating and incorporating appropriate landscape planning methodologies into the project design is the most effective action that can be done to minimize surface and groundwater contamination from stormwater.

## Approach

Landscape planning should couple consideration of land suitability for urban uses with consideration of community goals and projected growth. Project plan designs should conserve natural areas to the extent possible, maximize natural water storage and infiltration opportunities, and protect slopes and channels.

## Suitable Applications

Appropriate applications include residential, commercial and industrial areas planned for development or redevelopment.

## Design Considerations

Design requirements for site design and landscapes planning should conform to applicable standards and specifications of agencies with jurisdiction and be consistent with applicable General Plan and Local Area Plan policies.



# **SD-10 Site Design & Landscape Planning**

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## ***Designing New Installations***

Begin the development of a plan for the landscape unit with attention to the following general principles:

- Formulate the plan on the basis of clearly articulated community goals. Carefully identify conflicts and choices between retaining and protecting desired resources and community growth.
- Map and assess land suitability for urban uses. Include the following landscape features in the assessment: wooded land, open unwooded land, steep slopes, erosion-prone soils, foundation suitability, soil suitability for waste disposal, aquifers, aquifer recharge areas, wetlands, floodplains, surface waters, agricultural lands, and various categories of urban land use. When appropriate, the assessment can highlight outstanding local or regional resources that the community determines should be protected (e.g., a scenic area, recreational area, threatened species habitat, farmland, fish run). Mapping and assessment should recognize not only these resources but also additional areas needed for their sustenance.

Project plan designs should conserve natural areas to the extent possible, maximize natural water storage and infiltration opportunities, and protect slopes and channels.

## ***Conserve Natural Areas during Landscape Planning***

If applicable, the following items are required and must be implemented in the site layout during the subdivision design and approval process, consistent with applicable General Plan and Local Area Plan policies:

- Cluster development on least-sensitive portions of a site while leaving the remaining land in a natural undisturbed condition.
- Limit clearing and grading of native vegetation at a site to the minimum amount needed to build lots, allow access, and provide fire protection.
- Maximize trees and other vegetation at each site by planting additional vegetation, clustering tree areas, and promoting the use of native and/or drought tolerant plants.
- Promote natural vegetation by using parking lot islands and other landscaped areas.
- Preserve riparian areas and wetlands.

## ***Maximize Natural Water Storage and Infiltration Opportunities Within the Landscape Unit***

- Promote the conservation of forest cover. Building on land that is already deforested affects basin hydrology to a lesser extent than converting forested land. Loss of forest cover reduces interception storage, detention in the organic forest floor layer, and water losses by evapotranspiration, resulting in large peak runoff increases and either their negative effects or the expense of countering them with structural solutions.
- Maintain natural storage reservoirs and drainage corridors, including depressions, areas of permeable soils, swales, and intermittent streams. Develop and implement policies and

# Site Design & Landscape Planning SD-10

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regulations to discourage the clearing, filling, and channelization of these features. Utilize them in drainage networks in preference to pipes, culverts, and engineered ditches.

- Evaluating infiltration opportunities by referring to the stormwater management manual for the jurisdiction and pay particular attention to the selection criteria for avoiding groundwater contamination, poor soils, and hydrogeological conditions that cause these facilities to fail. If necessary, locate developments with large amounts of impervious surfaces or a potential to produce relatively contaminated runoff away from groundwater recharge areas.

## *Protection of Slopes and Channels during Landscape Design*

- Convey runoff safely from the tops of slopes.
- Avoid disturbing steep or unstable slopes.
- Avoid disturbing natural channels.
- Stabilize disturbed slopes as quickly as possible.
- Vegetate slopes with native or drought tolerant vegetation.
- Control and treat flows in landscaping and/or other controls prior to reaching existing natural drainage systems.
- Stabilize temporary and permanent channel crossings as quickly as possible, and ensure that increases in run-off velocity and frequency caused by the project do not erode the channel.
- Install energy dissipaters, such as riprap, at the outlets of new storm drains, culverts, conduits, or channels that enter unlined channels in accordance with applicable specifications to minimize erosion. Energy dissipaters shall be installed in such a way as to minimize impacts to receiving waters.
- Line on-site conveyance channels where appropriate, to reduce erosion caused by increased flow velocity due to increases in tributary impervious area. The first choice for linings should be grass or some other vegetative surface, since these materials not only reduce runoff velocities, but also provide water quality benefits from filtration and infiltration. If velocities in the channel are high enough to erode grass or other vegetative linings, riprap, concrete, soil cement, or geo-grid stabilization are other alternatives.
- Consider other design principles that are comparable and equally effective.

## ***Redeveloping Existing Installations***

Various jurisdictional stormwater management and mitigation plans (SUSMP, WQMP, etc.) define “redevelopment” in terms of amounts of additional impervious area, increases in gross floor area and/or exterior construction, and land disturbing activities with structural or impervious surfaces. The definition of “redevelopment” must be consulted to determine whether or not the requirements for new development apply to areas intended for redevelopment. If the definition applies, the steps outlined under “designing new installations” above should be followed.

# **SD-10 Site Design & Landscape Planning**

Redevelopment may present significant opportunity to add features which had not previously been implemented. Examples include incorporation of depressions, areas of permeable soils, and swales in newly redeveloped areas. While some site constraints may exist due to the status of already existing infrastructure, opportunities should not be missed to maximize infiltration, slow runoff, reduce impervious areas, disconnect directly connected impervious areas.

## **Other Resources**

A Manual for the Standard Urban Stormwater Mitigation Plan (SUSMP), Los Angeles County Department of Public Works, May 2002.

Stormwater Management Manual for Western Washington, Washington State Department of Ecology, August 2001.

Model Standard Urban Storm Water Mitigation Plan (SUSMP) for San Diego County, Port of San Diego, and Cities in San Diego County, February 14, 2002.

Model Water Quality Management Plan (WQMP) for County of Orange, Orange County Flood Control District, and the Incorporated Cities of Orange County, Draft February 2003.

Ventura Countywide Technical Guidance Manual for Stormwater Quality Control Measures, July 2002.



Rain Garden

## Design Objectives

- Maximize Infiltration
- Provide Retention
- Slow Runoff
- Minimize Impervious Land Coverage
- Prohibit Dumping of Improper Materials
- Contain Pollutants
- Collect and Convey

## Description

Various roof runoff controls are available to address stormwater that drains off rooftops. The objective is to reduce the total volume and rate of runoff from individual lots, and retain the pollutants on site that may be picked up from roofing materials and atmospheric deposition. Roof runoff controls consist of directing the roof runoff away from paved areas and mitigating flow to the storm drain system through one of several general approaches: cisterns or rain barrels; dry wells or infiltration trenches; pop-up emitters, and foundation planting. The first three approaches require the roof runoff to be contained in a gutter and downspout system. Foundation planting provides a vegetated strip under the drip line of the roof.

## Approach

Design of individual lots for single-family homes as well as lots for higher density residential and commercial structures should consider site design provisions for containing and infiltrating roof runoff or directing roof runoff to vegetative swales or buffer areas. Retained water can be reused for watering gardens, lawns, and trees. Benefits to the environment include reduced demand for potable water used for irrigation, improved stormwater quality, increased groundwater recharge, decreased runoff volume and peak flows, and decreased flooding potential.

## Suitable Applications

Appropriate applications include residential, commercial and industrial areas planned for development or redevelopment.

## Design Considerations

### *Designing New Installations*

#### *Cisterns or Rain Barrels*

One method of addressing roof runoff is to direct roof downspouts to cisterns or rain barrels. A cistern is an above ground storage vessel with either a manually operated valve or a permanently open outlet. Roof runoff is temporarily stored and then released for irrigation or infiltration between storms. The number of rain



barrels needed is a function of the rooftop area. Some low impact developers recommend that every house have at least 2 rain barrels, with a minimum storage capacity of 1000 liters. Roof barrels serve several purposes including mitigating the first flush from the roof which has a high volume, amount of contaminants, and thermal load. Several types of rain barrels are commercially available. Consideration must be given to selecting rain barrels that are vector proof and childproof. In addition, some barrels are designed with a bypass valve that filters out grit and other contaminants and routes overflow to a soak-away pit or rain garden.

If the cistern has an operable valve, the valve can be closed to store stormwater for irrigation or infiltration between storms. This system requires continual monitoring by the resident or grounds crews, but provides greater flexibility in water storage and metering. If a cistern is provided with an operable valve and water is stored inside for long periods, the cistern must be covered to prevent mosquitoes from breeding.

A cistern system with a permanently open outlet can also provide for metering stormwater runoff. If the cistern outlet is significantly smaller than the size of the downspout inlet (say ¼ to ½ inch diameter), runoff will build up inside the cistern during storms, and will empty out slowly after peak intensities subside. This is a feasible way to mitigate the peak flow increases caused by rooftop impervious land coverage, especially for the frequent, small storms.

#### *Dry wells and Infiltration Trenches*

Roof downspouts can be directed to dry wells or infiltration trenches. A dry well is constructed by excavating a hole in the ground and filling it with an open graded aggregate, and allowing the water to fill the dry well and infiltrate after the storm event. An underground connection from the downspout conveys water into the dry well, allowing it to be stored in the voids. To minimize sedimentation from lateral soil movement, the sides and top of the stone storage matrix can be wrapped in a permeable filter fabric, though the bottom may remain open. A perforated observation pipe can be inserted vertically into the dry well to allow for inspection and maintenance.

In practice, dry wells receiving runoff from single roof downspouts have been successful over long periods because they contain very little sediment. They must be sized according to the amount of rooftop runoff received, but are typically 4 to 5 feet square, and 2 to 3 feet deep, with a minimum of 1-foot soil cover over the top (maximum depth of 10 feet).

To protect the foundation, dry wells must be set away from the building at least 10 feet. They must be installed in solids that accommodate infiltration. In poorly drained soils, dry wells have very limited feasibility.

Infiltration trenches function in a similar manner and would be particularly effective for larger roof areas. An infiltration trench is a long, narrow, rock-filled trench with no outlet that receives stormwater runoff. These are described under Treatment Controls.

#### *Pop-up Drainage Emitter*

Roof downspouts can be directed to an underground pipe that daylight some distance from the building foundation, releasing the roof runoff through a pop-up emitter. Similar to a pop-up irrigation head, the emitter only opens when there is flow from the roof. The emitter remains flush to the ground during dry periods, for ease of lawn or landscape maintenance.

## *Foundation Planting*

Landscape planting can be provided around the base to allow increased opportunities for stormwater infiltration and protect the soil from erosion caused by concentrated sheet flow coming off the roof. Foundation plantings can reduce the physical impact of water on the soil and provide a subsurface matrix of roots that encourage infiltration. These plantings must be sturdy enough to tolerate the heavy runoff sheet flows, and periodic soil saturation.

## ***Redeveloping Existing Installations***

Various jurisdictional stormwater management and mitigation plans (SUSMP, WQMP, etc.) define “redevelopment” in terms of amounts of additional impervious area, increases in gross floor area and/or exterior construction, and land disturbing activities with structural or impervious surfaces. The definition of “redevelopment” must be consulted to determine whether or not the requirements for new development apply to areas intended for redevelopment. If the definition applies, the steps outlined under “designing new installations” above should be followed.

## **Supplemental Information**

### ***Examples***

- City of Ottawa's Water Links Surface –Water Quality Protection Program
- City of Toronto Downspout Disconnection Program
- City of Boston, MA, Rain Barrel Demonstration Program

### **Other Resources**

Hager, Marty Catherine, Stormwater, “Low-Impact Development”, January/February 2003.  
[www.stormh2o.com](http://www.stormh2o.com)

Low Impact Urban Design Tools, Low Impact Development Design Center, Beltsville, MD.  
[www.lid-stormwater.net](http://www.lid-stormwater.net)

Start at the Source, Bay Area Stormwater Management Agencies Association, 1999 Edition



## Design Objectives

- Maximize Infiltration
- Provide Retention
- Slow Runoff
- Minimize Impervious Land Coverage
- Prohibit Dumping of Improper Materials
- Contain Pollutants
- Collect and Convey

## Description

Irrigation water provided to landscaped areas may result in excess irrigation water being conveyed into stormwater drainage systems.

## Approach

Project plan designs for development and redevelopment should include application methods of irrigation water that minimize runoff of excess irrigation water into the stormwater conveyance system.

## Suitable Applications

Appropriate applications include residential, commercial and industrial areas planned for development or redevelopment. (Detached residential single-family homes are typically excluded from this requirement.)

## Design Considerations

### *Designing New Installations*

The following methods to reduce excessive irrigation runoff should be considered, and incorporated and implemented where determined applicable and feasible by the Permittee:

- Employ rain-triggered shutoff devices to prevent irrigation after precipitation.
- Design irrigation systems to each landscape area's specific water requirements.
- Include design featuring flow reducers or shutoff valves triggered by a pressure drop to control water loss in the event of broken sprinkler heads or lines.
- Implement landscape plans consistent with County or City water conservation resolutions, which may include provision of water sensors, programmable irrigation times (for short cycles), etc.



- Design timing and application methods of irrigation water to minimize the runoff of excess irrigation water into the storm water drainage system.
- Group plants with similar water requirements in order to reduce excess irrigation runoff and promote surface filtration. Choose plants with low irrigation requirements (for example, native or drought tolerant species). Consider design features such as:
  - Using mulches (such as wood chips or bar) in planter areas without ground cover to minimize sediment in runoff
  - Installing appropriate plant materials for the location, in accordance with amount of sunlight and climate, and use native plant materials where possible and/or as recommended by the landscape architect
  - Leaving a vegetative barrier along the property boundary and interior watercourses, to act as a pollutant filter, where appropriate and feasible
  - Choosing plants that minimize or eliminate the use of fertilizer or pesticides to sustain growth
- Employ other comparable, equally effective methods to reduce irrigation water runoff.

***Redeveloping Existing Installations***

Various jurisdictional stormwater management and mitigation plans (SUSMP, WQMP, etc.) define “redevelopment” in terms of amounts of additional impervious area, increases in gross floor area and/or exterior construction, and land disturbing activities with structural or impervious surfaces. The definition of “redevelopment” must be consulted to determine whether or not the requirements for new development apply to areas intended for redevelopment. If the definition applies, the steps outlined under “designing new installations” above should be followed.

**Other Resources**

A Manual for the Standard Urban Stormwater Mitigation Plan (SUSMP), Los Angeles County Department of Public Works, May 2002.

Model Standard Urban Storm Water Mitigation Plan (SUSMP) for San Diego County, Port of San Diego, and Cities in San Diego County, February 14, 2002.

Model Water Quality Management Plan (WQMP) for County of Orange, Orange County Flood Control District, and the Incorporated Cities of Orange County, Draft February 2003.

Ventura Countywide Technical Guidance Manual for Stormwater Quality Control Measures, July 2002.



## Design Objectives

- Maximize Infiltration
- Provide Retention
- Slow Runoff
- Minimize Impervious Land Coverage
- Prohibit Dumping of Improper Materials
- Contain Pollutants
- Collect and Convey

## Description

Waste materials dumped into storm drain inlets can have severe impacts on receiving and ground waters. Posting notices regarding discharge prohibitions at storm drain inlets can prevent waste dumping. Storm drain signs and stencils are highly visible source controls that are typically placed directly adjacent to storm drain inlets.

## Approach

The stencil or affixed sign contains a brief statement that prohibits dumping of improper materials into the urban runoff conveyance system. Storm drain messages have become a popular method of alerting the public about the effects of and the prohibitions against waste disposal.

## Suitable Applications

Stencils and signs alert the public to the destination of pollutants discharged to the storm drain. Signs are appropriate in residential, commercial, and industrial areas, as well as any other area where contributions or dumping to storm drains is likely.

## Design Considerations

Storm drain message markers or placards are recommended at all storm drain inlets within the boundary of a development project. The marker should be placed in clear sight facing toward anyone approaching the inlet from either side. All storm drain inlet locations should be identified on the development site map.

## Designing New Installations

The following methods should be considered for inclusion in the project design and show on project plans:

- Provide stenciling or labeling of all storm drain inlets and catch basins, constructed or modified, within the project area with prohibitive language. Examples include "NO DUMPING



– DRAINS TO OCEAN” and/or other graphical icons to discourage illegal dumping.

- Post signs with prohibitive language and/or graphical icons, which prohibit illegal dumping at public access points along channels and creeks within the project area.

Note - Some local agencies have approved specific signage and/or storm drain message placards for use. Consult local agency stormwater staff to determine specific requirements for placard types and methods of application.

### ***Redeveloping Existing Installations***

Various jurisdictional stormwater management and mitigation plans (SUSMP, WQMP, etc.) define “redevelopment” in terms of amounts of additional impervious area, increases in gross floor area and/or exterior construction, and land disturbing activities with structural or impervious surfaces. If the project meets the definition of “redevelopment”, then the requirements stated under “designing new installations” above should be included in all project design plans.

### **Additional Information**

#### ***Maintenance Considerations***

- Legibility of markers and signs should be maintained. If required by the agency with jurisdiction over the project, the owner/operator or homeowner’s association should enter into a maintenance agreement with the agency or record a deed restriction upon the property title to maintain the legibility of placards or signs.

#### ***Placement***

- Signage on top of curbs tends to weather and fade.
- Signage on face of curbs tends to be worn by contact with vehicle tires and sweeper brooms.

### **Supplemental Information**

#### ***Examples***

- Most MS4 programs have storm drain signage programs. Some MS4 programs will provide stencils, or arrange for volunteers to stencil storm drains as part of their outreach program.

### **Other Resources**

A Manual for the Standard Urban Stormwater Mitigation Plan (SUSMP), Los Angeles County Department of Public Works, May 2002.

Model Standard Urban Storm Water Mitigation Plan (SUSMP) for San Diego County, Port of San Diego, and Cities in San Diego County, February 14, 2002.

Model Water Quality Management Plan (WQMP) for County of Orange, Orange County Flood Control District, and the Incorporated Cities of Orange County, Draft February 2003.

Ventura Countywide Technical Guidance Manual for Stormwater Quality Control Measures, July 2002.



Photo Credit: Geoff Brosseau

## Design Objectives

- Maximize Infiltration
- Provide Retention
- Slow Runoff
- Minimize Impervious Land Coverage
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- Collect and Convey

## Description

Fueling areas have the potential to contribute oil and grease, solvents, car battery acid, coolant and gasoline to the stormwater conveyance system. Spills at vehicle and equipment fueling areas can be a significant source of pollution because fuels contain toxic materials and heavy metals that are not easily removed by stormwater treatment devices.

## Approach

Project plans must be developed for cleaning near fuel dispensers, emergency spill cleanup, containment, and leak prevention.

## Suitable Applications

Appropriate applications include commercial, industrial, and any other areas planned to have fuel dispensing equipment, including retail gasoline outlets, automotive repair shops, and major non-retail dispensing areas.

## Design Considerations

Design requirements for fueling areas are governed by Building and Fire Codes and by current local agency ordinances and zoning requirements. Design requirements described in this fact sheet are meant to enhance and be consistent with these code and ordinance requirements.

## *Designing New Installations*

*Covering*



Fuel dispensing areas should provide an overhanging roof structure or canopy. The cover's minimum dimensions must be equal to or greater than the area within the grade break. The cover must not drain onto the fuel dispensing area and the downspouts must be routed to prevent drainage across the fueling area. The fueling area should drain to the project's treatment control BMP(s) prior to discharging to the stormwater conveyance system. Note - If fueling large equipment or vehicles that would prohibit the use of covers or roofs, the fueling island should be designed to sufficiently accommodate the larger vehicles and equipment and to prevent stormwater run-on and runoff. Grade to direct stormwater to a dead-end sump.

### *Surfacing*

Fuel dispensing areas should be paved with Portland cement concrete (or equivalent smooth impervious surface). The use of asphalt concrete should be prohibited. Use asphalt sealant to protect asphalt paved areas surrounding the fueling area. This provision may be made to sites that have pre-existing asphalt surfaces.

The concrete fuel dispensing area should be extended a minimum of 6.5 ft from the corner of each fuel dispenser, or the length at which the hose and nozzle assembly may be operated plus 1 ft, whichever is less.

### *Grading/Contouring*

Dispensing areas should have an appropriate slope to prevent ponding, and be separated from the rest of the site by a grade break that prevents run-on of urban runoff. (Slope is required to be 2 to 4% in some jurisdictions' stormwater management and mitigation plans.)

Fueling areas should be graded to drain toward a dead-end sump. Runoff from downspouts/roofs should be directed away from fueling areas. Do not locate storm drains in the immediate vicinity of the fueling area.

### ***Redeveloping Existing Installations***

Various jurisdictional stormwater management and mitigation plans (SUSMP, WQMP, etc.) define "redevelopment" in terms of amounts of additional impervious area, increases in gross floor area and/or exterior construction, and land disturbing activities with structural or impervious surfaces. The definition of "redevelopment" must be consulted to determine whether or not the requirements for new development apply to areas intended for redevelopment. If the definition applies, the steps outlined under "designing new installations" above should be followed.

### **Additional Information**

- In the case of an emergency, provide storm drain seals, such as isolation valves, drain plugs, or drain covers, to prevent spills or contaminated stormwater from entering the stormwater conveyance system.

### **Other Resources**

A Manual for the Standard Urban Stormwater Mitigation Plan (SUSMP), Los Angeles County Department of Public Works, May 2002.

Model Standard Urban Storm Water Mitigation Plan (SUSMP) for San Diego County, Port of San Diego, and Cities in San Diego County, February 14, 2002.

Model Water Quality Management Plan (WQMP) for County of Orange, Orange County Flood Control District, and the Incorporated Cities of Orange County, Draft February 2003.

Ventura Countywide Technical Guidance Manual for Stormwater Quality Control Measures, July 2002.

## Description

Trash storage areas are areas where a trash receptacle (s) are located for use as a repository for solid wastes. Stormwater runoff from areas where trash is stored or disposed of can be polluted. In addition, loose trash and debris can be easily transported by water or wind into nearby storm drain inlets, channels, and/or creeks. Waste handling operations that may be sources of stormwater pollution include dumpsters, litter control, and waste piles.

## Approach

This fact sheet contains details on the specific measures required to prevent or reduce pollutants in stormwater runoff associated with trash storage and handling. Preventative measures including enclosures, containment structures, and impervious pavements to mitigate spills, should be used to reduce the likelihood of contamination.

## Suitable Applications

Appropriate applications include residential, commercial and industrial areas planned for development or redevelopment. (Detached residential single-family homes are typically excluded from this requirement.)

## Design Considerations

Design requirements for waste handling areas are governed by Building and Fire Codes, and by current local agency ordinances and zoning requirements. The design criteria described in this fact sheet are meant to enhance and be consistent with these code and ordinance requirements. Hazardous waste should be handled in accordance with legal requirements established in Title 22, California Code of Regulation.

Wastes from commercial and industrial sites are typically hauled by either public or commercial carriers that may have design or access requirements for waste storage areas. The design criteria in this fact sheet are recommendations and are not intended to be in conflict with requirements established by the waste hauler. The waste hauler should be contacted prior to the design of your site trash collection areas. Conflicts or issues should be discussed with the local agency.

## Designing New Installations

Trash storage areas should be designed to consider the following structural or treatment control BMPs:

- Design trash container areas so that drainage from adjoining roofs and pavement is diverted around the area(s) to avoid run-on. This might include berming or grading the waste handling area to prevent run-on of stormwater.
- Make sure trash container areas are screened or walled to prevent off-site transport of trash.

## Design Objectives

- Maximize Infiltration
- Provide Retention
- Slow Runoff
- Minimize Impervious Land Coverage
- Prohibit Dumping of Improper Materials
- Contain Pollutants
- Collect and Convey



- Use lined bins or dumpsters to reduce leaking of liquid waste.
- Provide roofs, awnings, or attached lids on all trash containers to minimize direct precipitation and prevent rainfall from entering containers.
- Pave trash storage areas with an impervious surface to mitigate spills.
- Do not locate storm drains in immediate vicinity of the trash storage area.
- Post signs on all dumpsters informing users that hazardous materials are not to be disposed of therein.

***Redeveloping Existing Installations***

Various jurisdictional stormwater management and mitigation plans (SUSMP, WQMP, etc.) define “redevelopment” in terms of amounts of additional impervious area, increases in gross floor area and/or exterior construction, and land disturbing activities with structural or impervious surfaces. The definition of “redevelopment” must be consulted to determine whether or not the requirements for new development apply to areas intended for redevelopment. If the definition applies, the steps outlined under “designing new installations” above should be followed.

**Additional Information*****Maintenance Considerations***

The integrity of structural elements that are subject to damage (i.e., screens, covers, and signs) must be maintained by the owner/operator. Maintenance agreements between the local agency and the owner/operator may be required. Some agencies will require maintenance deed restrictions to be recorded of the property title. If required by the local agency, maintenance agreements or deed restrictions must be executed by the owner/operator before improvement plans are approved.

**Other Resources**

A Manual for the Standard Urban Stormwater Mitigation Plan (SUSMP), Los Angeles County Department of Public Works, May 2002.

Model Standard Urban Storm Water Mitigation Plan (SUSMP) for San Diego County, Port of San Diego, and Cities in San Diego County, February 14, 2002.

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# A Citizen's Guide to Understanding Stormwater



United States Environmental Protection Agency  
**EPA**

EPA 833-B-03-002  
January 2003

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EPA 833-B-03-002



## After the Storm

For more information contact:  
[www.epa.gov/nps](http://www.epa.gov/nps)  
or visit  
[www.epa.gov/npdes/stormwater](http://www.epa.gov/npdes/stormwater)



### What is stormwater runoff?



Stormwater runoff occurs when precipitation from rain or snowmelt flows over the ground. Impervious surfaces like driveways, sidewalks, and streets prevent stormwater from naturally soaking into the ground.

### Why is stormwater runoff a problem?



Stormwater can pick up debris, chemicals, dirt, and other pollutants and flow into a storm sewer system or directly to a lake, stream, river, wetland, or coastal water. Anything that enters a storm sewer system is discharged untreated into the waterbodies we use for swimming, fishing, and providing drinking water.

### The effects of pollution

Polluted stormwater runoff can have many adverse effects on plants, fish, animals, and people.

- ◆ Sediment can cloud the water and make it difficult or impossible for aquatic plants to grow. Sediment also can destroy aquatic habitats.
- ◆ Excess nutrients can cause algae blooms. When algae die, they sink to the bottom and decompose in a process that removes oxygen from the water. Fish and other aquatic organisms can't exist in water with low dissolved oxygen levels.
- ◆ Bacteria and other pathogens can wash into swimming areas and create health hazards, often making beach closures necessary.
- ◆ Debris—plastic bags, six-pack rings, bottles, and cigarette butts—washed into waterbodies can choke, suffocate, or disable aquatic life like ducks, fish, turtles, and birds.
- ◆ Household hazardous wastes like insecticides, pesticides, paint, solvents, used motor oil, and other auto fluids can poison aquatic life. Land animals and people can become sick or die from eating diseased fish and shellfish or ingesting polluted water.



◆ Polluted stormwater often affects drinking water sources. This, in turn, can affect human health and increase drinking water treatment costs.

# Stormwater Pollution Solutions

## Residential



Recycle or properly dispose of household products that contain chemicals, such as insecticides, pesticides, paint, solvents, and used motor oil and other auto fluids. Don't pour them onto the ground or into storm drains.

### Lawn care

Excess fertilizers and pesticides applied to lawns and gardens wash off and pollute streams. In addition, yard clippings and leaves can wash into storm drains and contribute nutrients and organic matter to streams.



- ◆ Don't overwater your lawn. Consider using a soaker hose instead of a sprinkler.
- ◆ Use pesticides and fertilizers sparingly. When use is necessary, use these chemicals in the recommended amounts. Use organic mulch or safer pest control methods whenever possible.
- ◆ Compost or mulch yard waste. Don't leave it in the street or sweep it into storm drains or streams.
- ◆ Cover piles of dirt or mulch being used in landscaping projects.

### Septic systems

Leaking and poorly maintained septic systems release nutrients and pathogens (bacteria and viruses) that can be picked up by stormwater and discharged into nearby waterbodies. Pathogens can cause public health problems and environmental concerns.



- ◆ Inspect your system every 3 years and pump your tank as necessary (every 3 to 5 years).
- ◆ Don't dispose of household hazardous waste in sinks or toilets.

### Auto care

Washing your car and degreasing auto parts at home can send detergents and other contaminants through the storm sewer system. Dumping automotive fluids into storm drains has the same result as dumping the materials directly into a waterbody.



- ◆ Use a commercial car wash that treats or recycles its wastewater, or wash your car on your yard so the water infiltrates into the ground.
- ◆ Repair leaks and dispose of used auto fluids and batteries at designated drop-off or recycling locations.

### Pet waste

Pet waste can be a major source of bacteria and excess nutrients in local waters.



- ◆ When walking your pet, remember to pick up the waste and dispose of it properly. Flushing pet waste is the best disposal method. Leaving pet waste on the ground increases public health risks by allowing harmful bacteria and nutrients to wash into the storm drain and eventually into local waterbodies.



Education is essential to changing people's behavior. Signs and markers near storm drains warn residents that pollutants entering the drains will be carried untreated into a local waterbody.

## Residential landscaping

**Permeable Pavement**—Traditional concrete and asphalt don't allow water to soak into the ground. Instead these surfaces rely on storm drains to divert unwanted water. Permeable pavement systems allow rain and snowmelt to soak through, decreasing stormwater runoff.

**Rain Barrels**—You can collect rainwater from rooftops in mosquito-proof containers. The water can be used later on lawn or garden areas.



**Rain Gardens and Grassy Swales**—Specially designed areas planted with native plants can provide natural places for



rainwater to collect and soak into the ground. Rain from rooftop areas or paved areas can be diverted into these areas rather than into storm drains.

**Vegetated Filter Strips**—Filter strips are areas of native grass or plants created along roadways or streams. They trap the pollutants stormwater picks up as it flows across driveways and streets.



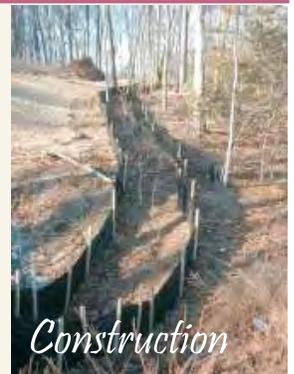
## Commercial

Dirt, oil, and debris that collect in parking lots and paved areas can be washed into the storm sewer system and eventually enter local waterbodies.

- ◆ Sweep up litter and debris from sidewalks, driveways and parking lots, especially around storm drains.
- ◆ Cover grease storage and dumpsters and keep them clean to avoid leaks.
- ◆ Report any chemical spill to the local hazardous waste cleanup team. They'll know the best way to keep spills from harming the environment.

Erosion controls that aren't maintained can cause excessive amounts of sediment and debris to be carried into the stormwater system. Construction vehicles can leak fuel, oil, and other harmful fluids that can be picked up by stormwater and deposited into local waterbodies.

- ◆ Divert stormwater away from disturbed or exposed areas of the construction site.
- ◆ Install silt fences, vehicle mud removal areas, vegetative cover, and other sediment and erosion controls and properly maintain them, especially after rainstorms.
- ◆ Prevent soil erosion by minimizing disturbed areas during construction projects, and seed and mulch bare areas as soon as possible.



## Construction

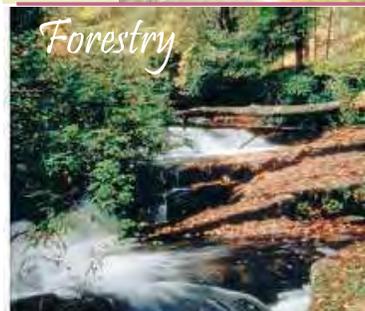


## Agriculture

Lack of vegetation on streambanks can lead to erosion. Overgrazed pastures can also contribute excessive amounts of sediment to local waterbodies. Excess fertilizers and pesticides can poison aquatic animals and lead to destructive algae blooms. Livestock in streams can contaminate waterways with bacteria, making them unsafe for human contact.



- ◆ Keep livestock away from streambanks and provide them a water source away from waterbodies.
- ◆ Store and apply manure away from waterbodies and in accordance with a nutrient management plan.
- ◆ Vegetate riparian areas along waterways.
- ◆ Rotate animal grazing to prevent soil erosion in fields.
- ◆ Apply fertilizers and pesticides according to label instructions to save money and minimize pollution.

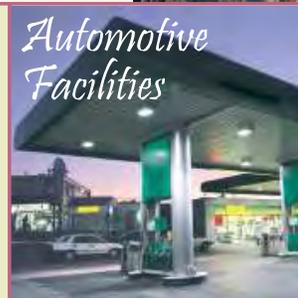


## Forestry

Improperly managed logging operations can result in erosion and sedimentation.

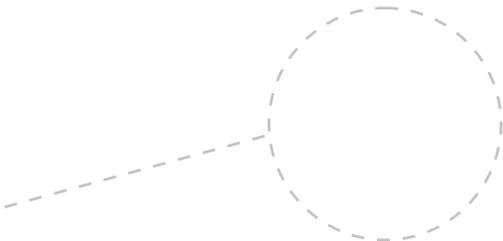
- ◆ Conduct preharvest planning to prevent erosion and lower costs.
- ◆ Use logging methods and equipment that minimize soil disturbance.
- ◆ Plan and design skid trails, yard areas, and truck access roads to minimize stream crossings and avoid disturbing the forest floor.
- ◆ Construct stream crossings so that they minimize erosion and physical changes to streams.
- ◆ Expedite revegetation of cleared areas.

## Automotive Facilities



Uncovered fueling stations allow spills to be washed into storm drains. Cars waiting to be repaired can leak fuel, oil, and other harmful fluids that can be picked up by stormwater.

- ◆ Clean up spills immediately and properly dispose of cleanup materials.
- ◆ Provide cover over fueling stations and design or retrofit facilities for spill containment.
- ◆ Properly maintain fleet vehicles to prevent oil, gas, and other discharges from being washed into local waterbodies.
- ◆ Install and maintain oil/water separators.



# Stormwater Pollution Found in Your Area!

**This is not a citation.**

This is to inform you that our staff found the following pollutants in the storm sewer system in your area. This storm sewer system leads directly to

- Motor oil
- Oil filters
- Antifreeze/  
transmission fluid
- Paint
- Solvent/degreaser
- Cooking grease
- Detergent
- Home improvement waste (concrete,  
mortar)
- Pet waste
- Yard waste (leaves, grass, mulch)
- Excessive dirt and  
gravel
- Trash
- Construction debris
- Pesticides and  
fertilizers
- Other



**For more information or to report  
an illegal discharge of  
pollutants, please call:**

**Riverside County Residents, Call . . .  
1-800-506-2555**



Stormwater runoff is precipitation from rain or snowmelt that flows over the ground. As it flows, it can pick up debris, chemicals, dirt, and other pollutants and deposit them into a storm sewer system or waterbody

Anything that enters a storm sewer system is discharged untreated into the waterbodies we use for swimming, fishing, and providing drinking water.

**Remember:  
Only Rain Down the Drain**

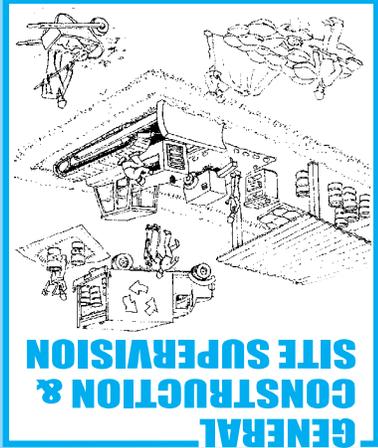
To keep the stormwater leaving your home or workplace clean, follow these simple guidelines:

- ▲ Use pesticides and fertilizers sparingly
- ▲ Repair auto leaks.
- ▲ Dispose of household hazardous waste, used auto fluids (antifreeze, oil, etc.), and batteries at designated collection or recycling locations.
- ▲ Clean up after your pet.
- ▲ Use a commercial car wash or wash your car on a lawn or other unpaved surface.
- ▲ Sweep up yard debris rather than hosing down areas. Compost or recycle yard waste when possible.
- ▲ Clean paint brushes in a sink, not outdoors. Properly dispose of excess paints through a household hazardous waste collection program.
- ▲ Sweep up and properly dispose of construction debris like concrete and mortar.



# Stormwater Pollution

What you should know for...



Best Management Practices (BMPs) for:

- Developers
- General Contractors
- Home Builders
- Construction Inspectors
- Anyone in the construction business

To report a hazardous materials spill, call:

Riverside County Hazardous Materials Emergency Response Team

(909) 358-5055 8:00 a.m. – 5:00 p.m.  
(909) 358-5245 after 5:00 p.m.

In an emergency call: 911

For recycling and hazardous waste disposal, call:

(909) 358-5055

To report an illegal dumping or a clogged storm drain, call:

1-800-506-2555

To order additional brochures or to obtain information on other pollution prevention activities, please call (909) 955-1200 or visit the Stormwater/CleanWater Protection Program website at:  
[www.co.riverside.ca.us/depts/flood/waterqualityupdates.asp](http://www.co.riverside.ca.us/depts/flood/waterqualityupdates.asp)



The Stormwater/CleanWater Protection Program gratefully acknowledges the Santa Clara Valley Nonpoint Pollution Control Program, Alameda Countywide CleanWater Program and the City of Los Angeles Stormwater Management Division for information provided in this brochure.

## Stormwater Pollution . . . What You Should Know

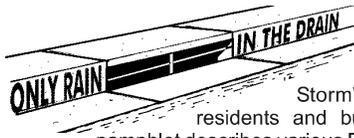
Riverside County has two drainage systems - sewers and storm drains. The storm drain system was designed to reduce flooding by carrying excess rainwater away from streets and developed areas. Since the storm drain system does not provide for water treatment, it also serves the *unintended* function of transporting pollutants directly to our local waterways.

*Unlike sanitary sewers, storm drains are not connected to a wastewater treatment plant – they flow directly to our local streams, rivers and lakes.*

Stormwater runoff is a part of the natural hydrologic process. However, land development and construction activities can significantly alter natural drainage processes and introduce pollutants into stormwater runoff. Polluted stormwater runoff from construction sites has been identified as a major source of water pollution in California. It jeopardizes the quality of our local waterways and can pose a serious threat to the health of our aquatic ecosystems.



## The Cities and County of Riverside Stormwater/CleanWater Protection Program



Because preventing pollution is much easier and less costly than cleaning up "after the fact," the Cities and County of Riverside Stormwater/CleanWater Protection Program informs residents and businesses on pollution prevention activities. This pamphlet describes various Best Management Practices (BMPs) that construction site operators can use to prevent stormwater pollution.

In accordance with applicable federal and state law, the Cities and County of Riverside have adopted ordinances for stormwater management and discharge control that **prohibit** the discharge of pollutants into the storm drain system or local surface water. This includes discharges from construction sites containing sediment, concrete, mortar, paint, solvents, lubricants, vehicle fluids, fuel, pesticides, and construction debris.

**PLEASE NOTE:** The Federal, State and local regulations strictly prohibit the discharge of sediment and pollutants into the streets, the storm drain system or waterways. As an owner, operator or supervisor of a construction site, you may be held financially responsible for any environmental damage caused by your subcontractors or employees.

## STORMWATER POLLUTION FROM CONSTRUCTION ACTIVITIES

The two most common sources of stormwater pollution problems associated with construction activities are **erosion** and **sedimentation**. Failure to maintain adequate erosion and sediment controls at construction sites often results in sediment discharges into the storm drain system, creating multiple problems once it enters local waterways.

Construction vehicles and heavy equipment can also track significant amounts of mud and sediment onto adjacent streets. Additionally, wind may transport construction materials and wastes into streets storm drains, or directly into our local waterways.



- State Water Resources Control Board  
Division of Water Quality  
1001 I Street  
Sacramento CA 95814  
(916) 341-5455  
[www.swrcb.ca.gov/stormwtr/](http://www.swrcb.ca.gov/stormwtr/)
- Colorado River Basin Regional Water Quality Control Board - Region 7  
73-720 Fred Waring Drive, Suite 100  
Palm Desert, CA 92260  
(760) 346-7491  
[www.swrcb.ca.gov/~rwqcb7/](http://www.swrcb.ca.gov/~rwqcb7/)
- Santa Ana Regional Water Quality Control Board - Region 8  
3737 Main Street, Suite 500  
Riverside, CA 92501-3348  
(909) 782-4130  
[www.swrcb.ca.gov/~rwqcb8/](http://www.swrcb.ca.gov/~rwqcb8/)
- San Diego Regional Water Quality Control Board - Region 9  
9771 Clairmont Mesa Blvd., Suite A  
San Diego, CA 92124  
(858) 467-2952  
[www.swrcb.ca.gov/~rwqcb9/](http://www.swrcb.ca.gov/~rwqcb9/)

## Resources

## What Should You Do?

### Advance Planning to Prevent Pollution

- Remove existing vegetation only as needed.
- Schedule excavation, grading, and paving operations for dry weather periods, if possible.
- Designate a specific area of the construction site, well away from storm drain inlets or watercourses, for material storage and equipment maintenance.
- Develop and implement an effective combination of erosion and sediment controls for the construction site.
- Practice source reduction by ordering only the amount of materials that are needed to finish the project.
- Educate your employees and subcontractors about stormwater management requirements and their pollution prevention responsibilities.
- Control the amount of surface runoff at the construction site by impeding internally generated flows and using berms or drainage ditches to direct incoming offsite flows to go around the site. *Note: Consult local drainage policies for more information.*

## BEST MANAGEMENT PRACTICES

The following Best Management Practices (BMPs) can significantly reduce pollutant discharges from your construction site. Compliance with stormwater regulations can be as simple as minimizing stormwater contact with potential pollutants by providing covers and secondary containment for construction materials, designating areas away from storm drain systems for storing equipment and materials and implementing good housekeeping practices at the construction site.

- Protect all storm drain inlets and streams located near the construction site to prevent sediment-laden water from entering the storm drain system.
- Limit access to and from the site. Stabilize construction entrances/exits to minimize the track out of dirt and mud onto adjacent streets. Conduct frequent street sweeping.
- Protect stockpiles and construction materials from winds and rain by storing them under a roof, secured impermeable tarp or plastic sheeting.
- Avoid storing or stockpiling materials near storm drain inlets, gullies or streams.
- Phase grading operations to limit disturbed areas and duration of exposure.
- Perform major maintenance and repairs of vehicles and equipment offsite.
- Wash out concrete mixers only in designated washout areas at the construction site.
- Set-up and operate small concrete mixers on tarps or heavy plastic drop cloths.
- Keep construction sites clean by removing trash, debris, wastes, etc. on a regular basis.
- Clean-up spills immediately using dry clean-up methods (e.g., absorbent materials such as cat litter, sand or rags for liquid spills; sweeping for dry spills such as cement, mortar or fertilizer) and by removing the contaminated soil from spills on dirt areas.
- Prevent erosion by implementing any or a combination of soil stabilization practices such as mulching, surface roughening, permanent or temporary seeding.
- Maintain all vehicles and equipment in good working condition. Inspect frequently for leaks, and repair promptly.
- Practice proper waste disposal. Many construction materials and wastes, including solvents, water-based paint, vehicle fluids, broken asphalt and concrete, wood, and cleared vegetation can be recycled. Materials that cannot be recycled must be taken to an appropriate landfill or disposed of as hazardous waste.
- Cover open dumpsters with secured tarps or plastic sheeting. Never clean out a dumpster by washing it down on the construction site.
- Arrange for an adequate debris disposal schedule to insure that dumpsters do not overflow.

## GENERAL CONSTRUCTION ACTIVITIES STORMWATER PERMIT (Construction Activities General Permit)

The State Water Resources Control Board (SWRCB) adopted a new Construction Activities General Permit (WQ Order No. 99-08DWQ) on August 19, 1999, superseding the now expired SWRCB statewide General Permit (WQ Order No. 92-08DWQ). This permit is administered and enforced by the SWRCB and the local Regional Water Quality Control Boards (RWQCB). The updated Construction Activities General Permit establishes a number of new stormwater management requirements for construction site operator.

**NOTE:** Some construction activities stormwater permits are issued on a regional basis. Consult your local RWQCB to find out if your project requires coverage under any of these permits.

### Frequently Asked Questions:

#### Does my construction site require coverage under the Construction Activities General Permit?

Yes, if construction activity results in the disturbance of five or more acres of total land area or is part of a common plan of development that results in the disturbance of five or more acres.

#### How do I obtain coverage under the Construction Activities General Permit?

Obtain the permit package and submit the completed Notice of Intent (NOI) form to the

SWRCB prior to grading or disturbing soil at the construction site. For ongoing construction activity involving a change of ownership, the new owner must submit a new NOI within 30 days of the date of change of ownership. The completed NOI along with the required fee should be mailed to the SWRCB.

#### What must I do to comply with the requirements of the Construction Activities General Permit?

- Implement BMPs for non-stormwater discharges year-round.
- Prepare and implement a Stormwater Pollution Prevention Plan (SWPPP) prior to commencing construction activities.
- Keep a copy of the SWPPP at the construction site for the entire duration of the project.
- Calculate the anticipated stormwater runoff.
- Implement an effective combination of erosion and sediment control on all soil disturbed areas.
- Conduct site inspections prior to anticipated storm events, every 24-hours during extended storm events, and after actual storm event.
- Perform repair and maintenance of BMPs as soon as possible after storm events depending upon worker safety.

- Update the SWPPP as needed, to manage pollutants or reflect changes in site conditions.
- Include description of post construction BMPs at the construction site, including parties responsible for long-term maintenance.

**NOTE:** Please refer to the Construction Activities General Permit for detailed information. You may contact the SWRCB, your local RWQCB, or visit the SWRCB website at [www.swrcb.ca.gov/stormwtr/](http://www.swrcb.ca.gov/stormwtr/) to obtain a State Construction Activities Stormwater General Permit packet.

#### How long is this Construction Activities General Permit in effect?

The Permit coverage stays in effect until you submit a Notice of Termination (NOT) to the SWRCB. For the purpose of submitting a NOT, all soil disturbing activities have to be completed and one of the three following criteria has to be met:

1. Change of ownership;
2. A uniform vegetative cover with 70 percent coverage has been established; or,
3. Equivalent stabilization measures such as the use of reinforced channel liners, soil cement, fiber matrices, geotextiles, etc., have been employed.

## For Information:

For information on “closed-loop” suppliers and recycling/disposal vendors, contact:  
County of Riverside  
Health Services Agency  
Department of Environmental Health  
at (909) 358-5055.

### SPILL RESPONSE AGENCY:

HAZ-MAT: (909) 358-5055  
AFTER 5:00 P.M.: (909) 358-5245 OR 911

### RECYCLING AND HAZARDOUS WASTE

DISPOSAL: (909) 358-5055

TO REPORT ILLEGAL DUMPING OR A  
CLOGGED STORM DRAIN: 1-800-506-2555

To order additional brochures or to obtain information on other pollution prevention activities, call: (909) 955-1111.

The Cities and County of Riverside  
StormWater/CleanWater Protection Program

**1-800-506-2555**



Riverside County gratefully acknowledges the Santa Clara Valley Nonpoint Source Pollution Control Program and the City of Los Angeles Stormwater Management Division for information provided in this brochure.

# StormWater Pollution

What you should know for...

## AUTOMOTIVE MAINTENANCE & CAR CARE



## Best Management Practices (BMPs) for:

- Auto Body Shops
- Auto Repair Shops
- Car Dealerships
- Gas Stations
- Fleet Service Operations

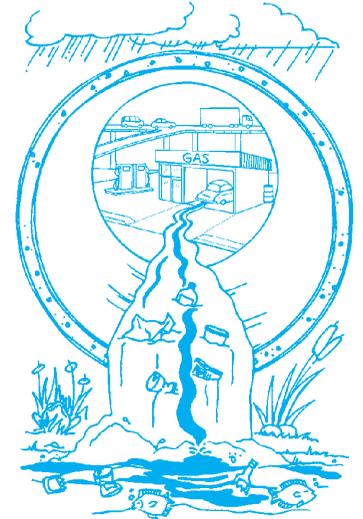
## StormWater Pollution . . . What You Should Know

Riverside County has two drainage systems - sanitary sewers and storm drains. The storm drain system is designed to help prevent flooding by carrying excess rainwater away from streets. Since the storm drain system does not provide for water treatment, it also serves the *unintended* function of transporting pollutants directly to our waterways.

*Unlike sanitary sewers, storm drains are not connected to a treatment plant - they flow directly to our local streams, rivers and lakes.*

Rain and water runoff from automotive shops and businesses can carry pollutant material into storm drains. Examples of pollutants include oil and grease from cars, copper and asbestos from worn brake linings, zinc from tires, and toxics from spilled fluids.

*Stormwater pollution causes as much as 60% of our water pollution problem. It jeopardizes the quality of our waterways and poses a threat to groundwater resources if pollutants percolate through soil.*



## The Cities and County of Riverside StormWater/CleanWater Protection Program

Since preventing pollution is much easier, and less costly, than cleaning up “after the fact,” the Cities and County of Riverside StormWater/CleanWater Protection Program informs residents and businesses on pollution prevention activities such as the Best Management Practices (BMPs) described in this pamphlet.

The Cities and County of Riverside have adopted ordinances for stormwater management and discharge control. In accordance with state and federal law, these local stormwater ordinances **prohibit** the discharge of wastes into the storm drain system or local surface waters. This includes discharges containing oil, antifreeze, gasoline and other waste materials.

**PLEASE NOTE:** A common stormwater pollution problem associated with automotive shops and businesses is the hosing down of service bays, parking and other areas. Often, this activity flushes pollutants into the storm drain system. The discharges of pollutants is **strictly prohibited** by local ordinances and state and federal regulations.



## Riverside County Stormwater Program Members

City of Banning  
(951) 922-3105

City of Beaumont  
(951) 769-8520

City of Calimesa  
(909) 795-9801

City of Canyon Lake  
(951) 244-2955

City of Cathedral City  
(760) 770-0340

City of Coachella  
(760) 398-3502

City of Corona  
(951) 736-2447

City of Desert Hot Springs  
(760) 329-6411

City of Eastvale  
(951) 361-0900

City of Hemet  
(951) 765-2300

City of Indian Wells  
(760) 346-2489

City of Indio  
(760) 391-4000

City of Jurupa Valley  
(951) 332-6464

City of Lake Elsinore  
(951) 674-3124

City of La Quinta  
(760) 777-7000

City of Menifee  
(951) 672-6777

City of Moreno Valley  
(951) 413-3000

City of Murrieta  
(951) 304-2489

City of Norco  
(951) 270-5607

City of Palm Desert  
(760) 346-0611

City of Palm Springs  
(760) 323-8299

City of Perris  
(951) 943-6100

City of Rancho Mirage  
(760) 324-4511

City of Riverside  
(951) 826-5311

City of San Jacinto  
(951) 487-7330

City of Temecula  
(951) 694-6444

City of Wildomar  
(951) 677-7751

Coachella Valley Water District  
(760) 398-2651

County of Riverside  
(951) 955-1000

Riverside County Flood Control District  
(951) 955-1200

# Stormwater Pollution

*What you should know for...*

## Industrial & Commercial Facilities

Best Management Practices (BMPs) for:

- Industrial Facilities
- Commercial Facilities



# YOU can prevent Stormwater Pollution following these practices...

## Industrial and Commercial Facilities

The Riverside County Stormwater Program has identified a number of Best Management Practices (BMPs) for Industrial and Commercial Facilities. These BMPs control and reduce stormwater pollutants from reaching our storm drain system and ultimately our local water bodies. City and County ordinances require businesses to use these BMPs to protect our water quality. Local cities and the County are required to verify implementation of these BMPs by performing regular facility inspections.

### Prohibited Discharges

Discontinue all non-stormwater discharges to the storm drain system. It is *prohibited* to discharge any chemicals, paints, debris, wastes or wastewater into the gutter, street or storm drain.

### Outdoor Storage BMPs

- Install covers and secondary containment areas for all hazardous materials and wastes stored outdoors in accordance with County and/or City standards.
- Keep all temporary waste containers covered, at all times when not in use.
- Sweep outdoor areas instead of using a hose or pressure washer.
- Move all process operations including vehicle/equipment maintenance inside of the building or under a covered and contained area.
- Wash equipment and vehicles in a contained and covered wash bay which is closed-loop or connected to a clarifier sized to local standards and discharged to a sanitary sewer or take them to a commercial car wash.



### Spills and Clean Up BMPs

- Keep the work site clean and orderly. Remove debris in a timely fashion. Sweep up the area.
- Clean up spills immediately when they occur, using dry clean up methods such as absorbent materials or sweep followed by proper disposal of materials.

- Always have a spill kit available near chemical loading dock doors and vehicle maintenance and fueling areas.
- Follow your Business Emergency Plan, as filed with the local Fire Department.
- Report all prohibited discharges and non-implementation of BMPs to your local Stormwater Coordinator as listed on the back of this pamphlet.
- Report hazardous materials spills to 951-358-5055 or call after hours to 951-782-2973 or, if an emergency, call the Fire Department's Haz Mat Team at 911.



## Plastic Manufacturing Facilities BMPs

AB 258 requires plastic product manufacturers to use BMPs, such as safe storage and clean-up procedures to prevent plastic pellets (nurdles) from entering the waterway. The plastic pellets are released into the environment during transporting, packaging and processing and migrate to waterways through the storm drain system. AB 258 will help protect fish and wildlife from the hazards of plastic pollution.

### Training BMPs

As prescribed by your City and County Stormwater Ordinance(s), train employees in spill procedures and prohibit non-stormwater discharges to the storm drain system. Applicable BMP examples can be found at [www.cabmphandbooks.com](http://www.cabmphandbooks.com).

### Permitting

Stormwater discharges associated with specific categories for industrial facilities are regulated by the State Water Resources Control Board through an Industrial Stormwater General Permit. A copy of this General Permit and application forms are available at: [www.waterboards.ca.gov](http://www.waterboards.ca.gov), select stormwater then the industrial quick link.

To report illegal dumping or for more information on stormwater pollution prevention call: 1-800-506-2555 or e-mail us at: [fcnpdes@rcflood.org](mailto:fcnpdes@rcflood.org).

# Keep your shop in tune. Follow these Practices to help prevent stormwater pollution . . .

## 1. Changing Automotive Fluids

- Designate an area away from storm or sanitary drains to change automotive fluids.
- Collect, separate, and recycle motor oil, antifreeze, transmission fluid, and gear oil.
- Drain brake fluid and other non-recyclables into a proper container and handle as a hazardous waste.
- Use a radiator flushing fluid that can be recycled, and add it to the waste antifreeze.



## 2. Working on Transmissions, Engines, and Miscellaneous Repairs

- Keep a drip pan or a wide low-rimmed container under vehicles to catch fluids whenever you unclip hoses, unscrew filters, or change parts, to contain unexpected leaks.

## 3. Preventing Leaks and Spills

- Avoid spills by emptying and wiping drip pans when you move them to another vehicle or when they are half-full.
- Routinely check equipment to wipe up spills and repair leaks.
- Place large pans or an inflatable portable berm under wrecked cars.
- Drain all fluids from wrecked vehicles or "parts" cars you keep on site.

## 4. Cleaning up Spills

- Clean up small spills immediately using shop rags.



- Keep dry absorbent materials and/or a wet/dry vacuum cleaner on hand for mid-sized spills.
- Contain large spills immediately; block or shut off floor and parking lot drains and notify the authorities.
- Train employees to be familiar with hazardous spill response plans and emergency procedures.

## 5. Identify and Control Wastewater Discharges

- Ensure that shop sinks and floor drains are connected to the sanitary sewer. Check with the local sewer authority regarding permitting or other requirements.
- Post signs to prevent disposal of liquid wastes into sanitary drains.

## 6. Fueling Vehicles

- Clean-up minor spills, with a dry absorbent, rather than allowing them to evaporate. Dispose of the absorbent as a dry hazardous waste.
- Use a damp cloth and a damp mop to keep the area clean rather than a hose or a wet mop.



## 7. Removing and Storing Batteries

- Store batteries indoors, on an open rack.
- Return used batteries to a battery vendor.
- Contain cracked batteries to prevent hazardous spills.

## 8. Cleaning Parts

- Clean parts in a self-contained unit, solvent sink, or parts washer to prevent solvents and grease from entering a sewer or storm drain connection.



## 9. Metal Grinding and Finishing

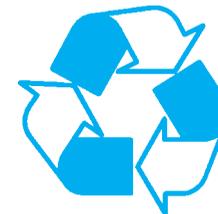
- Catch metal filings in an enclosed unit or on a tarpaulin.
- Sweep filing area to prevent washing metals into floor drains.

## 10. Storing and Disposing of Waste

- Store recyclable and non-recyclable waste separately.
- Place liquid waste (hazardous or otherwise) within a bermed or secondary containment area.
- Cover outdoor storage areas to prevent contact with rain water.
- Collect used parts for delivery to a scrap metal dealer.

## 11. Selecting and Controlling Inventory

- Purchase recyclable or non-toxic materials.
- Select "closed-loop" suppliers and purchase supplies in bulk.



## 12. Outdoor Parking and Auto Maintenance

- Treat outdoor areas as an extension of your service bays or avoid using altogether.
- Sweep-up trash and dirt from outdoor parking and maintenance areas. Do not hose down areas. All non-storm water discharges are prohibited.
- Drain work areas to a sanitary drain rather than a storm drain. Contact the local sewer authority to determine if pretreatment is required.

## 13. Washing Vehicles, Cleaning Engines, and Other Steam Cleaning

- For occasional car exterior cleaning, minimize the water used and divert runoff to landscaped areas, keeping it out of the storm drain.
- Wash vehicles with biodegradable, phosphate-free detergent.
- Make sure no wastewater from engine or parts cleaning or steam cleaning is discharged where it may flow to a street, gutter, or storm drain.

## 14. Cleaning Work Areas

- Sweep or vacuum the shop floor frequently.
- Damp mop work areas - do not hose down work areas into the street or gutter.
- Do not pour mop water into the parking lot, street, gutter or storm drain.
- Use non-toxic cleaning products whenever possible.

## Please remember:



## Helpful telephone numbers and links:

### Riverside County Stormwater Protection Partners

Flood Control District	(951) 955-1200
County of Riverside	(951) 955-1000
City of Banning	(951) 922-3105
City of Beaumont	(951) 769-8520
City of Calimesa	(909) 795-9801
City of Canyon Lake	(951) 244-2955
Cathedral City	(760) 770-0327
City of Coachella	(760) 398-4978
City of Corona	(951) 736-2447
City of Desert Hot Springs	(760) 329-6411
City of Eastvale	(951) 361-0900
City of Hemet	(951) 765-2300
City of Indian Wells	(760) 346-2489
City of Indio	(760) 391-4000
City of Lake Elsinore	(951) 674-3124
City of La Quinta	(760) 777-7000
City of Menifee	(951) 672-6777
City of Moreno Valley	(951) 413-3000
City of Murrieta	(951) 304-2489
City of Norco	(951) 270-5607
City of Palm Desert	(760) 346-0611
City of Palm Springs	(760) 323-8299
City of Perris	(951) 943-6100
City of Rancho Mirage	(760) 324-4511
City of Riverside	(951) 361-0900
City of San Jacinto	(951) 654-7337
City of Temecula	(951) 694-6444
City of Wildomar	(951) 677-7751

### REPORT ILLEGAL STORM DRAIN DISPOSAL

1-800-506-2555 or e-mail us at  
[fcnpdes@rcflood.org](mailto:fcnpdes@rcflood.org)

- Riverside County Flood Control and Water Conservation District  
[www.rcflood.org](http://www.rcflood.org)

#### Online resources include:

- California Storm Water Quality Association  
[www.casqa.org](http://www.casqa.org)
- State Water Resources Control Board  
[www.waterboards.ca.gov](http://www.waterboards.ca.gov)
- Power Washers of North America  
[www.thepwna.org](http://www.thepwna.org)

# Stormwater Pollution

What you should know for...

## Outdoor Cleaning Activities and Professional Mobile Service Providers



### Storm drain pollution prevention information for:

- Car Washing / Mobile Detailers
- Window and Carpet Cleaners
- Power Washers
- Waterproofers / Street Sweepers
- Equipment cleaners or degreasers and all mobile service providers

Do you know where street flows actually go?

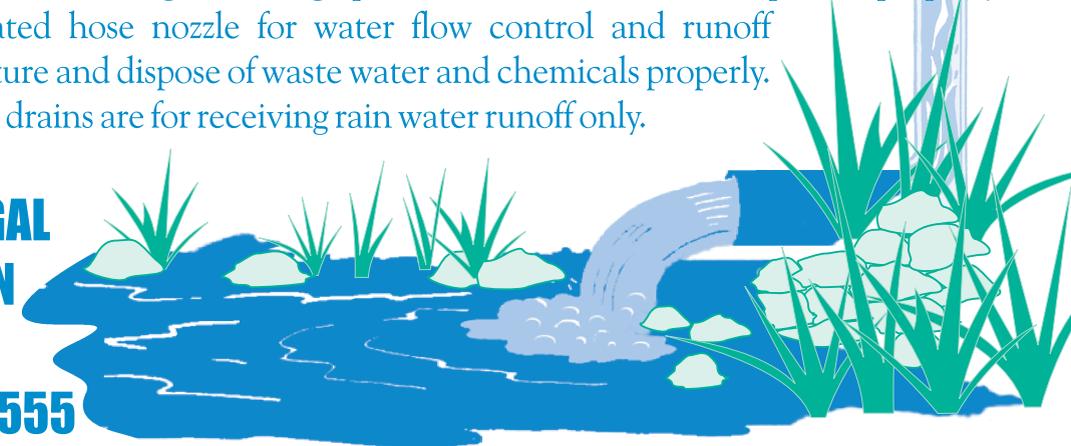
## Storm drains are NOT connected to sanitary sewer systems and treatment plants!



The primary purpose of storm drains is to carry *rain* water away from developed areas to prevent flooding. Pollutants discharged to storm drains are transported directly into rivers, lakes and streams. Soaps, degreasers, automotive fluids, litter and a host of materials are washed off buildings, sidewalks, plazas and parking areas. Vehicles and equipment must be properly managed to prevent the pollution of local waterways.

Unintentional spills by mobile service operators can flow into storm drains and pollute our waterways. **Avoid mishaps.** Always have a **Spill Response Kit** on hand to clean up unintentional spills. Only emergency **Mechanical** repairs should be done in City streets, using drip pans for spills. **Plumbing** should be done on private property. Always store chemicals in a leak-proof container and keep covered when not in use. **Window/Power Washing** waste water shouldn't be released into the streets, but should be disposed of in a sanitary sewer, landscaped area or in the soil. Soiled **Carpet Cleaning** wash water should be filtered before being discharged into the sanitary sewer. Dispose of all filter debris properly. **Car Washing/Detailing** operators should wash cars on private property and use a regulated hose nozzle for water flow control and runoff prevention. Capture and dispose of waste water and chemicals properly. Remember, storm drains are for receiving rain water runoff only.

**REPORT ILLEGAL  
STORM DRAIN  
DISPOSAL  
1-800-506-2555**



# Help Protect Our Waterways!

Use these guidelines for Outdoor Cleaning Activities and Wash Water Disposal

**D**id you know that disposing of pollutants into the street, gutter, storm drain or body of water is **PROHIBITED** by law and can result in stiff penalties?

## Best Management Practices

Waste wash water from Mechanics, Plumbers, Window/Power Washers, Carpet Cleaners, Car Washing and Mobile Detailing activities may contain significant quantities of motor oil, grease, chemicals, dirt, detergents, brake pad dust, litter and other materials.

Best Management Practices, or BMPs as they are known, are guides to prevent pollutants from entering the storm drains. *Each of us* can do our part to keep stormwater clean by using the suggested BMPs below:

## Simple solutions for both light and heavy duty jobs:

**Do...**consider dry cleaning methods first such as a mop, broom, rag or wire brush. Always keep a spill response kit on site.

**Do...**prepare the work area before power cleaning by using sand bags, rubber mats, vacuum booms, containment pads or temporary berms to keep wash water away from the gutters and storm drains.

**Do...**use vacuums or other machines to remove and collect loose debris or litter before applying water.

**Do...**obtain the property owner's permission to dispose of *small amounts* of power washing waste water on to landscaped, gravel or unpaved surfaces.

**Do...**check your local sanitary sewer agency's policies on wash water disposal regulations before disposing of wash water into the sewer. (See list on reverse side)

**Do...**be aware that if discharging to landscape areas, soapy wash water may damage landscaping. Residual wash water may remain on paved surfaces to evaporate. Sweep up solid residuals and dispose of properly. Vacuum booms are another option for capturing and collecting wash water.

**Do...**check to see if local ordinances prevent certain activities.

**Do not let...**wash or waste water from sidewalk, plaza or building cleaning go into a street or storm drain.



Report illegal storm drain disposal  
Call Toll Free  
**1-800-506-2555**

## Using Cleaning Agents

Try using biodegradable/phosphate-free products. They are easier on the environment, but don't confuse them with being toxic free. Soapy water entering the storm drain system can impact the delicate aquatic environment.



When cleaning surfaces with a *high-pressure washer* or *steam cleaner*, additional precautions should be taken to prevent the discharge of pollutants into the storm drain system. These two methods of surface cleaning can loosen additional material that can contaminate local waterways.

## Think Water Conservation

Minimize water use by using high pressure, low volume nozzles. Be sure to check all hoses for leaks. Water is a precious resource, don't let it flow freely and be sure to shut it off in between uses.

## Screening Wash Water

Conduct thorough dry cleanup before washing exterior surfaces, such as buildings and decks **with loose paint**, sidewalks or plaza areas. Keep debris from entering the storm drain after cleaning by first passing the wash water through a "20 mesh" or finer screen to catch the solid materials, then dispose of the mesh in a refuse container. Do not let the remaining wash water enter a street, gutter or storm drain.

## Drain Inlet Protection & Collection of Wash Water

- Prior to any washing, block all storm drains with an impervious barrier such as sandbags or berms, or seal the storm drain with plugs or other appropriate materials.
- Create a containment area with berms and traps or take advantage of a low spot to keep wash water contained.
- Wash vehicles and equipment on grassy or gravel areas so that the wash water can seep into the ground.
- Pump or vacuum up all wash water in the contained area.

## Concrete/Coring/Saw Cutting and Drilling Projects

Protect any down-gradient inlets by using dry activity techniques whenever possible. If water is used, minimize the amount of water used during the coring/drilling or saw cutting process. Place a barrier of sandbags and/or absorbent berms to protect the storm drain inlet or watercourse. Use a shovel or wet vacuum to remove the residue from the pavement. Do not wash residue or particulate matter into a storm drain inlet or watercourse.

## For Information:

For more information on the General Industrial Storm Water Permit contact:

State Water Resources Control Board (SWRCB)  
(916) 657-1146 or [www.swrcb.ca.gov/](http://www.swrcb.ca.gov/) or, at your  
Regional Water Quality Control Board (RWQCB).

Santa Ana Region (8)  
California Tower  
3737 Main Street, Ste. 500  
Riverside, CA 92501-3339  
(909) 782-4130

San Diego Region (9)  
9771 Clairemont Mesa Blvd., Ste. A  
San Diego, CA 92124  
(619) 467-2952

Colorado River Basin Region (7)  
73-720 Fred Waring Dr., Ste. 100  
Palm Desert, CA 92260  
(760) 346-7491

### SPILL RESPONSE AGENCY:

HAZ-MAT: (909) 358-5055  
HAZARDOUS WASTE DISPOSAL: (909) 358-5055  
RECYCLING INFORMATION: 1-800-366-SAVE  
TO REPORT ILLEGAL DUMPING OR A CLOGGED  
STORM DRAIN: 1-800-506-2555

To order additional brochures or to obtain information  
on other pollution prevention activities, call:  
(909) 955-1111.



Riverside County gratefully acknowledges the State Water Quality Control Board and the American Public Works Association, Storm Water Quality Task Force for the information provided in this brochure.

## DID YOU KNOW . . .

### ***YOUR FACILITY MAY NEED A STORM WATER PERMIT?***



*Many industrial facilities  
and manufacturing operations  
must obtain coverage under the  
Industrial Activities Storm Water  
General Permit*

***FIND OUT  
IF YOUR FACILITY  
MUST OBTAIN A PERMIT***

## *StormWater Pollution . . . What you should know*

Riverside County has two drainage systems - sanitary sewers and storm drains. The storm drain system is designed to help prevent flooding by carrying excess rainwater away from streets. Since the storm drain system does not provide for water treatment, it also serves the *unintended* function of transporting pollutants directly to our waterways.

*Unlike sanitary sewers, storm drains are not connected to a treatment plant - they flow directly to our local streams, rivers and lakes.*

In recent years, awareness of the need to protect water quality has increased. As a result, federal, state, and local programs have been established to reduce polluted stormwater discharges to our waterways. The emphasis of these programs is to prevent stormwater pollution since it's much easier, and less costly, than cleaning up "after the fact."



## *National Pollutant Discharge Elimination System (NPDES)*

In 1987, the Federal Clean Water Act was amended to establish a framework for regulating industrial stormwater discharges under the NPDES permit program. In California, NPDES permits are issued by the State Water Resources Control Board (SWRCB) and the nine (9) Regional Water Quality Control Boards (RWQCB). In general, certain industrial facilities and manufacturing operations must obtain coverage under the Industrial Activities Storm Water General Permit if the type of facilities or operations falls into one of the several categories described in this brochure.

## How Do I Know If I Need A Permit?

Following are **general descriptions** of the industry categories types that are regulated by the Industrial Activities Storm Water General Permit. Contact your local Region Water Quality Control Board to determine if your facility/operation requires coverage under the Permit.

→ Facilities such as cement manufacturing; feedlots; fertilizer manufacturing; petroleum refining; phosphate manufacturing; steam electric power generation; coal mining; mineral mining and processing; ore mining and dressing; and asphalt emulsion;

→ Facilities classified as lumber and wood products (except wood kitchen cabinets); pulp, paper, and paperboard mills; chemical producers (except some pharmaceutical and biological products); petroleum and coal products; leather production and products; stone, clay and glass products; primary metal industries; fabricated structural metal; ship and boat building and repairing;

→ Active or inactive mining operations and oil and gas exploration, production, processing, or treatment operations;

→ Hazardous waste treatment, storage, or disposal facilities;

→ Landfills, land application sites and open dumps that receive or have received any industrial waste; unless there is a new overlying land use such as a golf course, park, etc., and there is no discharge associated with the landfill;

→ Facilities involved in the recycling of materials, including metal scrap yards, battery reclaimers, salvage yards, and automobile junkyards;

→ Steam electric power generating facilities, facilities that generate steam for electric power by combustion;

→ Transportation facilities that have vehicle maintenance shops, fueling facilities, equipment cleaning operations, or airport deicing operations. This includes school bus maintenance facilities operated by a school district;

→ Sewage treatment facilities;

→ Facilities that have areas where material handling equipment or activities, raw materials, intermediate products, final products, waste materials, by-products, or industrial machinery are exposed to storm water.

## How do I obtain coverage under the Industrial Activities Storm Water General Permit?

Obtain a permit application package from your local Regional Water Quality Control Board listed on the back of this brochure or the State Water Resources Control Board (SWRCB). Submit a completed Notice of Intent (NOI) form, site map and the appropriate fee (\$250 or \$500) to the SWRCB. Facilities must submit an NOI thirty (30) days prior to beginning operation. Once you submit the NOI, the State Board will send you a letter acknowledging receipt of your NOI and will assign your facility a waste discharge identification number (WDID No.). You will also receive an annual fee billing. These billings should roughly coincide with the date the State Board processed your original NOI submittal.

## What are the requirements of the Industrial Activities Storm Water General Permit?

The basic requirements of the Permit are:

1. The facility must eliminate any non-stormwater discharges or obtain a separate permit for such discharges.
2. The facility must develop and implement a Storm Water Pollution Prevention Plan (SWPPP). The SWPPP must identify sources of pollutants that may be exposed to stormwater. Once the sources of pollutants have been identified, the facility operator must develop and implement Best Management Practices (BMPs) to minimize or prevent polluted runoff.

*Guidance in preparing a SWPPP is available from a document prepared by the California Storm Water Quality Task Force called the California Storm Water Best Management Practice Handbook.*

3. The facility must develop and implement a Monitoring Program that includes conducting visual observations and collecting samples of the facility's storm water discharges associated with industrial activity. The General Permit requires that the analysis be conducted by a laboratory that is certified by the State of California.
4. The facility must submit to the Regional Board, every July 1, an annual report that includes the results of its monitoring program.

**A Non-Storm Water Discharge is...** any discharge to a storm drain system that is not composed entirely of storm water. The following non-storm water discharges are authorized by the General Permit: fire hydrant flushing; potable water sources, including potable water related to the operation, maintenance, or testing of potable water systems; drinking fountain water; atmospheric condensates including refrigeration, air conditioning, and compressor condensate; irrigation drainage; landscape watering; springs; non-contaminated ground water; foundation or footing drainage; and sea water infiltration where the sea waters are discharged back into the sea water source.

**A BMP is . . .** a technique, process, activity, or structure used to reduce the pollutant content of a storm water discharge. BMPs may include simple, non-structural methods such as good housekeeping, staff training and preventive maintenance. Additionally, BMPs may include structural modifications such as the installation of berms, canopies or treatment control (e.g. setting basins, oil/water separators, etc.)



**WARNING:** There are significant penalties for non-compliance: a minimum fine of \$5,000 for failing to obtain permit coverage, and, up to \$10,000 per day, per violation plus \$10 per gallon of discharge in excess of 1,000 gallons.