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| **Stormwater Policy** |
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| **1.** | **Purpose** |
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|  | This policy establishes guidelines to protect the environment from the potential discharges associated with vehicle maintenance, material handling and storage, vehicle washing and fueling operations. |
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| **2.** | **Scope** |
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|  | This policy covers facilities that provide vehicle maintenance operations that have the potential to discharge contaminants, from those activities, into storm sewers. |
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| **3.** | **Reference** |
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|  | 40 CFR 122 Stormwater |
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| **4.** | **Responsibilities** |
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| 4.1 | Maintenance Manager is responsible for: |
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| 4.1.1. | Filing an application for stormwater discharges associated with vehicle maintenance activity and applying for an individual permit or for a group permit when required. |
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| 4.1.2. | Providing a site map showing topography of in2vate including: |
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| 4.1.2.1. | each of its drainage and discharge structures; |
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| 4.1.2.2. | the drainage area of each stormwater outfall; |
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| 4.1.2.3. | paved areas and buildings within the drainage area of each stormwater outfall; |
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| 4.1.2.4. | each past or present area used for outdoor storage or disposal of significant materials; |
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| 4.1.2.5. | each existing structural control measure to reduce pollutants in stormwater runoff from materials loading areas, vehicle fueling operations, and vehicle washing activities. |
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| 4.1.3. | Documenting an estimate of the area of impervious surfaces |
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| 4.1.3.1. | including paved areas and building roofs and |
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| 4.1.3.2. | the total area drained by each outfall and |
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| 4.1.3.3. | a narrative description of the following: |
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| 4.1.3.3.1. | Significant materials that, in the three years prior to the submittal of this application, have been treated, stored or disposed of in a manner to allow exposure to stormwater; |
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| 4.1.3.3.2. | method of treatment, storage or disposal of such materials; |
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| 4.1.3.3.3. | materials management practices employed, in the three years prior to the submittal of this application, to minimize contact by these materials with stormwater runoff; materials loading and access areas; |
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| 4.1.3.3.4. | the location, manner and frequency with which pesticides, herbicides, soil conditioners and fertilizers are applied; |
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| 4.1.3.3.5. | the location and a description of existing structural and non-structural control measures to reduce pollutants in stormwater runoff; and |
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| 4.1.3.3.6. | a description of the treatment the stormwater receives, including the ultimate disposal of any solid or fluid wastes other than by discharge; |
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| 4.1.4. | Certifying that all outfalls that should contain stormwater discharges associated with industrial activity have been tested or evaluated for the presence of non-stormwater discharges; |
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| 4.1.4.1. | Testing for such non-stormwater discharges may include smoke tests, fluorometric dye tests, analysis of accurate schematics, as well as other appropriate tests. |
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| 4.1.4.1.1. | the certification shall include a description of the method used, the date of any testing, and the on-site drainage points that were directly observed during a test; |
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| 4.1.5. | Researching and providing existing information regarding significant leaks or spills of toxic or hazardous pollutants at the institution that have taken place within the three years prior to the submittal of this application; |
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| 4.1.6. | Documenting the quantitative data based from samples collected during storm events from all outfalls containing a stormwater discharge associated with industrial activity for the following parameters: |
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| 4.1.6.1. | Any pollutant limited in an effluent guideline to which the in2vate is subject; |
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| 4.1.6.2. | Any pollutant listed in the in2vate’s NPDES permit for its process wastewater (if the in2vate is operating under an existing NPDES permit); |
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| 4.1.6.3. | Oil and grease, pH, BOD5, COD, TSS, total phosphorus, total Kjeldahl nitrogen, and nitrate plus nitrite nitrogen; |
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| 4.1.6.4. | Any information on the discharge; |
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| 4.1.6.5. | Flow measurements or estimates of the flow rate, and the total amount of discharge for the storm event(s) sampled, and the method of flow measurement or estimation; and |
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| 4.1.6.6. | The date and duration of the storm event(s) sampled, rainfall measurements or estimates of the storm event which generated the sampled runoff and the duration between the storm event sampled and the end of the previous measurable storm event. |
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| 4.2. | Human Resources is responsible for: |
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| 4.2.1. | Maintaining Stormwater Records on file. |