

Appendix A
Best Management Practice (BMP) Tables

Table 1. Hazardous Materials Storage

Area	Activity	Potential Pollutant Source	Type of Pollutant	Required or Recommended	Best Management Practices
Outdoor storage of hazardous materials	Storage Stock rotation	Spills Leaks Weathering	Hazardous liquids Petroleum products	Required	<ul style="list-style-type: none"> • Provide a Site Map • Maintain records for training of employees • Provide inspection reports from the County's Industrial Compliance Program • Segregate & separate waste • Label drums properly • Keep drums closed & in good condition • Provide secondary containment • Provide readily accessible spill response equipment • Report spills promptly • Provide overhead coverage

Outdoor containers Storage of liquids	Aboveground storage tanks Tank loading/unloading	Spills	Diesel Waste oil Motor oil Hydraulic fluid Transmission fluid	<ul style="list-style-type: none"> Required 	<ul style="list-style-type: none"> Practice good housekeeping Provide secondary containment Provide readily accessible spill response equipment Report spills promptly Conduct periodic inspections Provide overhead coverage Maintain all wash water on site or send to sanitary sewer
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Table 2. Solid Waste Storage

Area	Activity	Potential Pollutant Source	Type of Pollutant	Required or Recommended	Best Management Practices
Dumpster area	Trash storage & disposal	Debris Trash Green waste Liquid waste	Total organic carbon Cast-off items Garbage Litter	Required	<ul style="list-style-type: none"> Practice good housekeeping Dry sweep area routinely Train employees Keep lids closed Berm or enclosure to prevent runoff Consider overhead coverage Provide adequate number of containers in good condition Increase pick-up frequency when necessary Secure area from after-hours dumping Physically connect the drainage to the sewer system

Table 3. Loading and Unloading of Significant Materials

Area	Activity	Potential Pollutant Source	Type of Pollutant/Quantity	Required or Recommended	Best Management Practices
Loading docks	Loading & unloading	Spilled raw materials and motor fluids Dust & debris		<ul style="list-style-type: none"> • Required 	<ul style="list-style-type: none"> • Regular broom dry-sweeping of area • Train material-control staff to inspect incoming vehicles for leaking fluids • Train personnel to respond to spills of materials • Arrange rooftop drains to prevent drainage directly into loading areas • Pave loading areas with concrete instead of asphalt • Cover the loading dock • Avoid placing storm drains in the area or route to sewer • Install curbs/berms around the loading area • Grade the loading area to be sloped to direct flow toward an inlet with a shut-off valve. Keep the valve closed at all times. Use berms or slopes to prevent run-on so that stormwater is not generally directed to the loading area. • Connect the inlet to the sanitary sewer, if allowed by local wastewater authority, and discharge to established limits

Loading dock	Breakdown of shipping containers, including disposable ones	Binding & packing materials	Litter: Paper, plastic, metal bands, staples, packing materials (styrofoam), cardboard		<ul style="list-style-type: none"> • Cover loading areas • Grade properly & install berms, • Seal door skirt between trailer and building • Divert storm water away from loading area • Cover storm drain inlet during dry weather
	Material delivery & storage	Spills Leaks	Soil, pesticides, fertilizers, detergents, plaster, petroleum products, & hazardous chemicals		<ul style="list-style-type: none"> • Minimize on-site storage of hazardous materials • Store equipment and supplies in specifically designated areas with secondary containment, e.g., berms, pallets, & flow diversion • Conduct regular inspections • Train and educate employees & subcontractors
	Misuse or spillage of stored materials	Spills Leaks	Various		<ul style="list-style-type: none"> • 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)
	Transport of drums, containers and storage boxes carrying potential pollutants	Fractured or ruptured containers	Various		<ul style="list-style-type: none"> • Move drums by using a barrel cart or by placing the drum on a pallet and moving it with a forklift • Provide a minimum of two persons to assist forklift operator in transferring a drum to or from a pallet • Secure stacked drums with metallic strapping
					<ul style="list-style-type: none"> • Retrofit doorways used for loading with rubber or plastic door skirts to provide a strip barrier enclosing and sealing open end of the trailer with the open loading dock door

	Loading & unloading	Spills Leaks Accidents Flooding	Vehicular fluids Raw materials-dry and liquid Metal (brake linings)		<ul style="list-style-type: none"> • Maintain forklifts in good condition • Provide SPCC materials • Check trucks for leaks • Dry sweep routinely & practice good housekeeping • Unclog drains & provide grates, as needed • Train employees • Post written instructions& provide a sign-in log • Block stormwater drains during activities • Maintain log of activities
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Table 4. Vehicle Fueling

Area	Activity	Potential Pollutant Source	Type of Pollutant	Required or Recommended	Best Management Practices
Fueling area	Re-fueling of vehicles Re-fueling of equipment Replacement of equipment	Spills Leaks Employee habits	Diesel Gasoline Oil/grease Trash Litter	<ul style="list-style-type: none"> • Required 	<ul style="list-style-type: none"> • Cover storm drains in the vicinity during transfer • Provide readily accessible spill response equipment • Report spills promptly • Train employees • Consider overhead coverage • Consider concrete surface separated from other areas • Bag trash from break/lunch room • Post “no littering” signs • Secure illegal dumping after hours • Report leaking vehicles to fleet maintenance
					<ul style="list-style-type: none"> • Design fueling area to prevent storm water runoff and spills • Cover area and use a perimeter drain or slope pavement inward with drainage to sump; pave area with concrete rather than asphalt.
Intake area of underground or aboveground storage tanks	Refilling of storage tanks				<ul style="list-style-type: none"> • Store portable absorbent booms (long flexible shafts or barriers made of absorbent material) in unbermed fueling areas
					<ul style="list-style-type: none"> • Use structural controls such as a low-flow sump, oil/water separator, wet pond or infiltration basin so that spilled material is not discharged into the rest of the storm drain system

			Petroleum compounds, grease, floatable debris, & settleable solids		<ul style="list-style-type: none"> • Use oil/water separators or underground vaults, such as a three-chamber separators, that allow for sedimentation, removal of oil and grease, and prevention of surcharge pressure
			Settleable solids		<ul style="list-style-type: none"> • Install inlet catch basin equipped with a small sedimentation basin or grit chamber to remove large particles from storm water in highly impervious areas

Table 5. Landscaping and Groundskeeping

Area	Activity	Potential Pollutant Source	Type of Pollutant	Required or Recommended	Best Management Practices
Throughout property	Landscape irrigation (daily)	Irrigation run-off	Sediment Fertilizers Herbicides	<ul style="list-style-type: none"> • Required 	<ul style="list-style-type: none"> • Minimize use of fertilizers and herbicides • Store chemicals off-site by contracted landscaping firm • Train employees
	Pruning	Green waste	Total organic carbon		<ul style="list-style-type: none"> • Sweep (dry) and collect for composting or trash removal
	Excavating		Sediment/rocks/sand		<ul style="list-style-type: none"> • Confine excavated materials to pervious surfaces away from sidewalks, pavement, & ditches • Cover piles during rains
	Pest control		Herbicides/pesticides		<ul style="list-style-type: none"> • Plan & implement an Integrated Pest Management system
Garage	Equipment fueling Equipment maintenance		Oil/grease Gasoline Waste oil		<ul style="list-style-type: none"> • Keep spill response materials readily accessible • Perform repairs indoors or on impervious or covered surfaces • Use proper funnel, drains, & pans

<p>Grounds & medians</p>					<ul style="list-style-type: none"> • Utilize water delivery rates that do not exceed the infiltration rate of the soil • Periodically observe areas that are watered to identify and correct damaged sprinkler systems, to adjust sprinkler heads, and to identify areas of excess watering and runoff • Where practical, use automatic timers to minimize runoff • Avoid overspray to minimize runoff and contact with equipment in the areas surrounding the targeted landscape • Use fertilizer/herbicide/pesticide in accordance with manufacturer instructions • Prevent overspray or application of chemicals outside of the targeted landscaped area
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Table 6. Vehicle/Equipment Washing

Area	Activity	Potential Pollutant Source	Type of Pollutant	Required or Recommended	Best Management Practices
Outdoor or indoor area	Washing	Vehicle body or engine Equipment	Oil/grease Antifreeze Spent solvents Heavy metals Toxic chemicals	<ul style="list-style-type: none"> • Required 	<ul style="list-style-type: none"> • Mark the area clearly as a wash area • Post signs stating that only washing is allowed in wash area • Provide trash container in wash area • Install sumps or drain lines to collect wash water to the sewer system • Cover the wash area when not in use to prevent contact with rain water • Grade or berm area to prevent run-on • Wash in designated washing facilities • Use phosphate-free and biodegradable products whenever possible • Train staff on proper maintenance measures for the wash area

Table 7. Parking Lots

Area	Activity	Potential Pollutant Source	Type of Pollutant	Required or Recommended	Best Management Practices
Parking lots		Automobile fluid leaks Trash	Heavy metals: Zn, Cd, Pb, Cu Vehicular fluids: antifreeze, motor oil, brake fluid, steering fluid, gasoline, transmission fluid Litter/debris: rubber, grease, solids, leaves, grass, trash	<ul style="list-style-type: none"> Recommended 	<ul style="list-style-type: none"> Regularly broom (dry) sweep parking lot to minimize cleaning with water Provide trash receptacles in parking lot to discourage litter Clean up fluid spills immediately with absorbent rags or material Allow sheet runoff to flow into biofilters (vegetated strip and swale) and infiltration devices Utilize sand filters or oleophilic collectors for oily waste in low quantities. Arrange rooftop drains to prevent drainage directly onto paved surfaces Design lot to include semi-permeable hardscape

Table 8. Outdoor Equipment Storage

Area	Activity	Potential Pollutant Source	Type of Pollutant/	Required or Recommended	Best Management Practices
Outdoor equipment storage	Storage		Lubricants and other petro-chemicals	<ul style="list-style-type: none"> • Required 	<ul style="list-style-type: none"> • Drain all lubricants and other petrochemicals prior to storage and dispose of them properly • Block all storm drains during dry weather
			Heavy metals		<ul style="list-style-type: none"> • Inspect equipment weekly for leaks or spills • Cover equipment storage areas and dispose of rainwater inside the berm as a waste
Outdoor storage yard	Long-term storage	Leaks Weathering Debris	Rust Hydraulic fluids Oil/grease	<ul style="list-style-type: none"> • Required 	<ul style="list-style-type: none"> • Block all storm drains during dry weather • Remove, recycle, or sell cast-offs as scrap material • Practice good housekeeping • Drain fluids before storage, where feasible, and dispose of them properly • Train employees
	Short-term storage	Spills Leaks Run-on			<ul style="list-style-type: none"> • Train employees • Practice good housekeeping • Isolate area with berms or curbs to protect against run-on materials • Install overhead coverage

Table 9. Rooftops

Area	Activity	Potential Pollutant Source	Type of Pollutant	Required or Recommended	Best Management Practices
Roof-HVAC	Cooling	Condensate	Heavy metals: Cu, Zn	Recommended	
Roof	Rain	Runoff	Asphalt aggregate Particulates Heavy metals		<ul style="list-style-type: none"> Route to recycler
Work areas	Rain, air emissions, control	Runoff, specific systems e.g baghouse filters	Particulates Heavy metals		<ul style="list-style-type: none"> Route downspouts away from work areas and toward lawns Conduct preventative maintenance
	Emergency generators	Leaks	Diesel		<ul style="list-style-type: none"> Conduct preventative maintenance

Table 10. Wastewater Treatment

Area	Activity	Potential Pollutant Source	Type of Pollutant	Required or Recommended	Best Management Practices
Facility	Maintenance activities (pipe/line cleaning) & repair	Overflow events	Bacteria Viruses Fecal coliform	<ul style="list-style-type: none"> Required 	<ul style="list-style-type: none"> Use vacuum equipment in the case of a spill to divert the sewage from the storm drains Covering or barricading storm drain inlets and other immediate downstream stormwater conveyance systems Report spill immediately Storing materials away from storm drains Constructing temporary washout areas Inspecting equipment for leaks Collecting and removing waste for proper disposal

Table 11. Vehicle Maintenance

Area	Activity	Potential Pollutant Source	Type of Pollutant	Required or Recommended	Best Management Practices
Indoor garage	Change oil, routine engine work	engine	Oils, grease, antifreeze, heavy metals, paint	<ul style="list-style-type: none"> • Required 	<ul style="list-style-type: none"> • Block indoor drainage • Keep equipment clean; avoid build up of grease and oil • Drain fluids from any retired vehicles stored on site • Inspect equipment in the yard • Maintain the yards storm drain outlets with regular cleanings • Areas are kept clean by “dry” sweeping
Outdoor	Change oil, routine engine work	engine	Oils, grease, antifreeze, heavy metals, paint	<ul style="list-style-type: none"> • Required 	<ul style="list-style-type: none"> • Cover storm drain during dry weather • Keep drip pans or containers under the vehicles at all times • Provide a designated area for vehicle maintenance • Provide berms around storm drains • Cover the work area so as to limit exposure to the rain when not in use

