Stormwater Pollution Prevention Plan for Luther Burbank and I-90 Lid Parks

City of Mercer Island

June 2009

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Stormwater Pollution Prevention Plan for Luther Burbank and I-90 Lid Parks

Prepared for:
City of Mercer Island

Prepared by:
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June 2009

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SWPPP for Luther Burbank and I-90 Lid Parks

City of Mercer Island

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Stormwater Pollution Prevention Plan for Luther Burbank and I-90 Lid Parks

Introduction

The City of Mercer Island is covered by the Western Washington Phase II Municipal Stormwater Permit, issued by the Washington State Department of Ecology (Ecology) in 2007. This permit is issued as part of the National Pollutant Discharge Elimination System (NPDES) Phase II program, which in the state of Washington is regulated by Ecology. As a Phase II community, Mercer Island must prepare Stormwater Pollution Prevention Plans (SWPPPs) for all heavy equipment maintenance (including fueling activities) or storage yards, and material storage facilities owned or operated by the City. Most of the City Parks Department's heavy equipment maintenance and storage is at the City's Administration and Maintenance Site, which is covered by a separate SWPPP. What that SWPPP does not cover is material storage at Luther Burbank Park and at the I-90 Lid Park (also referred to as Park on the Lid). Therefore, the City has developed this SWPPP to fulfill the NPDES Phase II requirement for material storage at these sites.

The objectives of a SWPPP are:

- To implement and maintain Best Management Practices (BMPs) that identify, reduce, eliminate, and/or prevent the discharge of stormwater pollutants.
- To prevent violations of surface water quality, groundwater quality, and sediment management standards.
- To eliminate the discharges of unpermitted process wastewater, domestic wastewater, and other illicit discharges to stormwater drainage systems.

Mercer Island is a community located in Lake Washington between the cities of Seattle and Bellevue, and is traversed by Interstate 90 at its northern end. Located on the northeast end of the island, Luther Burbank is a large park of 77 acres with 0.75 miles of Lake Washington waterfront. The park has facilities for several water-based activities including swimming, boating, and fishing. Moreover, it is predominately undeveloped and fosters a variety of wildlife. Luther Burbank Park also features many amenities which include play areas, dog areas, picnic areas, tennis courts, basketball courts, and an amphitheater.

The I-90 Lid Park is located west of Luther Burbank at the northwestern end of Mercer Island. This park spans about 2,500 feet above the I-90 corridor and features amenities similar to those at Luther Burbank.

Figure 1 shows the locations of both parks as well as the areas where storage of hazardous materials may present the potential for stormwater pollution. Areas where hazardous materials are stored or handled include the Caretaker's House and bulk mulch/bark storage at Luther Burbank, and a small fenced storage facility at the I-90 Lid Park.

Pollution Prevention Team

The following people will be involved in implementing the SWPPP. Each of these individuals is authorized to sign discharge certification forms, and they may delegate the monitoring tasks to any individual who has been properly trained according to the Employee Training Program in this document.

Responsible Official: Aaron Heyer, Parks Manager

Team Leader:

Aaron Heyer, Parks Manager
Office Phone: (206) 275-7874
E-Mail: Aaron.Heyer@mercergov.org

Responsibilities: Direct, coordinate, and ensure that BMPs are implemented; schedule semiannual compliance evaluations; review and revise SWPPP when needed; budget for maintenance of existing BMP features; request construction of new or major modification of existing BMPs, if needed.

Site Managers:

Luther Burbank: Eric Ramstedt
I-90 Lid: Casey Troy

Responsibilities: Coordinate and implement Operational and Source Control BMPs for the facility; participate in compliance evaluations; report problems, needed maintenance, or degradation of BMPs to Team Leader.

Maintenance and Source Control Coordinator: To be assigned by SWPPP Team Leader

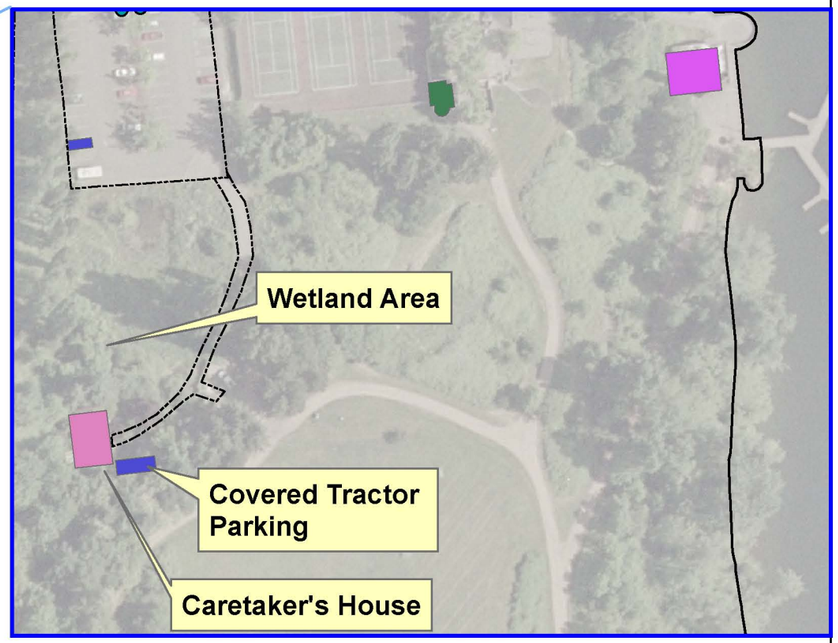
Responsibilities: Participate in compliance evaluations; provide advice and technical support for plan revisions; handle maintenance of BMPs.

Monitoring Coordinator: To be assigned by SWPPP Team Leader

Responsibilities: Conduct site monitoring activities.

Location Map

NTS



Vicinity of Caretaker's House

0 75 150 300

Feet

Storage Facility

0 25 50 100

Feet

Projection: Lambert Conformal Conic
Datum: Washington Stateplane NAD 1983 Coordinate System

N

Legend

Catch Basins | Storm Pipe | Buildings | Approx Paving Limits | Streams

Figure 1
Facility Site Plan

SWPPP for Parks
City of Mercer Island

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Site Assessment

Luther Burbank and the I-90 Lid parks, their operations, and their site plans were examined to assess the potential of site materials and operational practices to pollute stormwater and consequently impact receiving waters. This assessment includes the production of Facility Site Maps (Figure 1) showing existing features relevant to stormwater pollution prevention. The assessment also includes an inventory of on-site materials and their pollution potential (Form A-1 in Appendix A); a list of previous spills of materials (Form A-2 in Appendix A); a description of industrial activities and their pollution potential (Form A-3 in Appendix A); and an inspection of the site for the presence of non-stormwater discharges from sanitary sewers or of industrial wastewater (Form A-4 in Appendix A). Blank forms for future reassessments are provided in Appendix B.

Pollutants that may result from site activities at the parks include fertilizers, paint, and detergents. Complex organic chemicals, suspended solids, nitrogen, and phosphorus may be washed off by stormwater runoff into the receiving creeks. The source areas for these pollutants are the Caretaker's House area and bulk mulch storage area at Luther Burbank Park and a small fenced storage facility at the I-90 Lid Park.

Caretaker's House at Luther Burbank

The Caretaker's House is a two-story building that was formerly the park caretaker's living quarters and is now used by Park's operations. On the first floor, storage rooms contain a variety of small equipment and supplies. Those with the potential for contamination include fuel and flammables, fertilizer, paint, and detergents. One of the rooms has a floor drain that leads to an onsite sewage septic system. The second floor is used for dry storage of items that are used at the community center. A small storage building adjacent to the house is used for parking a tractor and storing small, mostly hand-held maintenance equipment. Larger vehicles are not washed at the Caretaker's House, but at the Administration and Maintenance Facility. However, small equipment is washed in the driveway from a nearby hose bib (for example, cleaning grass clippings off mowers). During work shifts, some small equipment and the tractor are parked outside on gravel surfaces adjacent to the driveway. There is also a small outdoor storage area for mulch. A small area on the south side of the building is sometimes used to grow seedlings or small plants until they are transported and planted to other City park areas.

Most of the area surrounding the building slopes north to a wetland. There is a small vegetated buffer between the active areas and the wetland. In addition to this natural vegetated buffer, the City places additional mulch to filter any overland flow from the driveway and small equipment storage area. No catch basins were identified in the vicinity of the Caretaker's House.

Activities that may affect the quality of runoff include:

- Spills of oil from tractors and trucks when parked in front of the building, which may be washed off by runoff and transported to the neighboring wetlands.
- Leaks from the hazardous materials stored indoors and their potential to pollute the groundwater and wetlands if the septic system fails to remove these pollutants.

Bulk Mulch/Bark Storage Area at Luther Burbank

Bulk mulch and bark are stored in an open area that was the former milk station/dairy at this site. The amount of material stored varies during the year, but was estimated at 100 cubic yards at the time of the field visit. Because the area is uncovered, there is potential for rainwater to result in leaching of organics to runoff. However, the area is generally flat and any runoff would flow west to a very large vegetated area prior to a watercourse located to the west of the area. Because the vegetated area would act as a filter, pollution from this area does not appear to be a concern.

Storage Facility at I-90 Lid

The small storage facility at the I-90 Lid Park is used to store materials and equipment needed to maintain the grass and courts at the park. The facility includes a small building within an enclosed fenced area. Much of the building is a public restroom and only provides limited storage for park materials. Within the fenced area are a storage shed and two canopy shelters. The shed is fully enclosed while canopies are enclosed on two sides and open on the other two. One of the canopies is used to store fertilizer bags, which are potential source of concern with regard to stormwater pollution. The bags are stacked on wooden pallets and so are separated from the ground. The other enclosure is used to store a small utility vehicle golf cart. Underneath the roofline of the restroom building there is a cabinet marked "flammable" that is used to store small gas cans. All drainage in the facility flows overland to a catch basin located a few feet from the building (see Figure 1). This catch basin is part of a pipe conveyance system serving other portions of the park. The catch basin includes an inverted tee, which provides a limited level of spill protection.

Activities that may affect the quality of runoff include:

- Storage and handling of fertilizer should spills occur. Although the areas are covered, both canopies are open on two sides. There is some risk that overland flow during heavy rain or rain blown in from the side during heavy wind could result in runoff along the ground within the canopy and pick up any spilled fertilizer.
- The cabinet storing gas cans, if cans within leaks, could drain to the adjacent catch basin. In addition, the cabinet itself may accumulate pollutants on its outer surface during operations. This area, while covered under roofline, may receive some precipitation from the side during heavy winds and associated wash off could contain contaminants.

Administrative Requirements

Required Signatures

This SWPPP and certification statements (i.e., non-stormwater discharge) must be signed by a duly authorized representative of the facility. Subsequent modifications to this SWPPP and certification statements must also be signed as described above.

Plan Retention and Availability

This SWPPP shall be retained on-site or within reasonable access to the site. It shall be made available to the Department of Ecology upon request, but is not submitted to Ecology. The plan shall also be submitted to the municipal operator of the storm sewer system.

Required Plan Modifications

If Ecology notifies the City of Mercer Island that the SWPPP does not meet one or more of the minimum requirements of the Stormwater Permit, the City shall submit a plan for modification to Ecology within 30 days of such notice.

The SWPPP shall be modified accordingly whenever there is a change in design, construction, operations, or maintenance that causes the SWPPP to be less effective in controlling pollutants. Modifications need not be submitted to Ecology.

Whenever an inspection reveals that the description of potential pollutant sources or the pollution prevention measures and controls identified in the SWPPP are inadequate, the SWPPP shall be modified, as appropriate, within two weeks of such inspection. Modifications shall be implemented in a timely manner. Modifications need not be submitted to Ecology.

Non-Compliance Notification

If conditions specified in the Permit are not complied with, or will not be complied with, the City shall notify the Department of Ecology's Northwest Regional Office (425-649-7000). The City shall provide:

- A description of the nature and cause of non-compliance, including the quantity and quality of any unauthorized waste discharges.
- The period of non-compliance, including exact dates and times and/or the anticipated time when compliance will be achieved.
- The steps taken, or to be taken, to reduce, eliminate, and prevent recurrence of the non-compliance.

In addition, immediate action shall be taken as expeditiously as practicable, to stop, contain, and clean up any discharge or spill and all reasonable steps shall be taken to minimize any adverse impacts to waters of the state and correct the problem. Ecology shall be notified by telephone so that an investigation can be made to evaluate any

resulting impacts, the corrective actions taken, and to determine if additional action should be taken.

In the case of any discharge which could constitute a threat to human health, welfare, or the environment, the City shall notify the Department of Ecology's Northwest Regional Office within 24 hours from the time the City becomes aware of the circumstances. If this information is provided orally, a written submission covering these points shall be provided within five days after knowledge of the circumstances, unless Ecology waives or extends this requirement or extends this requirement on a case-by-case basis.

Maintenance of Records

All records will be kept in this notebook using the forms provided in Appendix B for:

- Storage of new materials constituting a pollution hazard (*Form A-1. Material Inventory*)
- Spills of significant materials (e.g., oil, antifreeze, leachate, other pollutants) (*Form A-2. List of Significant Spills and Leaks*)
- Areas associated with industrial activity (*Form A-3. Areas Associated with Industrial Activity*)
- Non-stormwater discharge dry weather inspections (*Form A-4. Non-Stormwater Discharge*)
- Wet weather runoff inspections (*Form B-1. Wet Weather Inspection*)
- Preventative maintenance inspections (*Form B-2. Preventative Maintenance Inspection*)
- Training achievements (*Form B-3. Training Achievements*)
- Monitoring results (*Form B-4. Sampling Event Log*)
- Changes in Stormwater Pollution Prevention Plan

All records are to be dated and kept in reverse chronological order. As an alternative to maintaining the inspection forms in Appendix B, the City may use its maintenance tracking system "WebWorks." If the WebWorks maintenance records are used, the City should document information similar to that presented in Appendix B.

Best Management Practices

Good Housekeeping

Good housekeeping practices are important for reducing or eliminating pollutants in stormwater runoff. Good housekeeping involves maintaining a clean and orderly work environment. Keeping all areas clean will prevent the spread of pollutant-containing material. Extra attention to surfaces draining to storm sewers can significantly reduce pollutant washoff. An orderly work environment will reduce the chance for inadvertent spills. The following practices should be employed on a daily basis or as needed:

- Site Manager (See Pollution Prevention Team) shall keep a running inventory of all chemical substances (Form A-1, *Material Inventory*) and Material Safety Data Sheets (MSDS) in a fixed location.
- Hazardous materials should be kept in an orderly storage or work area. Containers should be well sealed, clean, and labeled with substance name and date (and hazards, if appropriate). The City could also consider using "containment pallets" (to provide secondary containment).
- Promptly and properly dispose of all empty containers from cleaners, oil, or chemicals.
- Ensure an adequate supply of absorbent pads or materials is available for cleanups.
- Use absorbent for any minor oil spills or leakage on paved area in front of the Caretaker's House. When the liquid has been absorbed, sweep up and dispose of it properly.
- Pick up and properly dispose of any trash or debris, if present.
- Watch for leaks from containers or equipment, contain leaks, and then repair or replace item promptly; clean up as detailed in the Spill Prevention and Emergency Cleanup Plan.
- Sweep up and dispose of dirt and litter from driveways and other paved outdoor surfaces, rather than hosing dirt into storm drains.

Inspections and Preventative Maintenance

Inspections and preventative maintenance are essential for maintaining the performance of Best Management Practices over time.

Preventative maintenance inspections of stormwater system features should be carried out during inspections as discussed in the Monitoring Plan at the end of this report. If inspections reveal recurring maintenance issues at specific locations, increase inspection frequency to at these locations.

Observations from inspections should be recorded on the *Preventative Maintenance Inspection Form* (Form B-2) provided in Appendix B. Conditions of the following features should be recorded:

- Paved area in front of the Caretaker's House at Luther Burbank park
- The catch basin in the storage yard at the I-90 Lid Park

A nominal cleaning frequency for catch basins is stated below. Adjust these frequencies as necessary if inspections reveal that more frequent cleaning is needed. Regular vactoring and sediment removal will maintain maximum sediment retention capacity, prevent washout of sediment, and limit the dissolving of pollutants into water.

Vactor the following:

- The catch basin in the storage yard at the I-90 Lid Park should be vactored annually or as needed, and especially after major storms. This frequency may be reduced if the City finds that annual cleaning is not necessary.

Additional Source Controls

Source control measures minimize the opportunity for pollutants to enter the stormwater system. Source controls are often the most effective methods for water quality protection. The above site assessment, as well as measures described in the Spill Prevention and Emergency Cleanup section of this SWPPP, include source control measures. This section includes additional source control BMPs.

- The existing drain in the Caretaker's House should be capped to eliminate the potential for spills of hazardous materials to the septic system. Alternatively, the City could consider using "containment pallets."
- Use drip pans to collect leaks and spills from equipment/vehicles if parked outside for extended periods.
- Service all equipment at the City Shop and properly dispose of waste oil and fuel.
- Continue to not use pesticides are Luther Burbank Park and limit the use of pesticides at the Lid Park as much as practical, follow the City's Integrated Pest Management Program for this park.
- Consider using "containment pallets" for storage of fertilizer at the I-90 Lid Park, as well as enclosing the back and sides of the canopies to provide water/rain from entering.
- Relocate the cabinet storing portable gas cans to a fully enclosed area (e.g., inside a building or set it on a "containment pallet."

Employee Training Program

Frequency

Perform in-depth pollution prevention training for new employees within 30 days of hiring, and a refresher briefing held annually addressing:

- Good housekeeping.
- Spill prevention and response procedures.
- Materials handling and storage.
- Announce any changes to the plan.
- Announce any new management practices related to stormwater pollution prevention.

Employee Training Program Topics

Good Housekeeping

- Review and demonstrate basic cleanup procedures.
- Clearly indicate proper disposal locations.
- Be sure employees know where routine cleanup equipment is located.

Spill Prevention and Response

- Clearly identify potential spill areas and drainage routes
- Post warning signs in spill areas with emergency contacts and telephone numbers
- Drill on spill clean-up procedures
- Identify the locations of spill clean-up equipment and the persons responsible for operation of the equipment

Spill Prevention and Emergency Cleanup Plan

Purpose and General Information

This plan provides for measures and procedures to prevent or minimize contamination of stormwater runoff from the site during normal operations and in the event of spills. The I-90 Lid Park has one catch basin with an inverted tee device that provide some potential for capturing and holding spills of lighter weight fluids.

This plan provides for measures and procedures to prevent or minimize contamination of stormwater runoff in the event of a spill. The Luther Burbank and I-90 Lid parks do not have a potential for significant spills. Nevertheless, small spills can be a pollution source and early cleanup action is warranted.

Spill Prevention and Proposed Measures

Likely Spill Locations

Spills are most likely to occur at the Luther Burbank Park Caretaker's House, where vehicle fluids could drip onto the paved or unpaved area in front of the building. Spills at the I-90 Lid Park storage facility would likely be broken or leaking bags of fertilizer.

Leak Detection

No leak detection systems are installed.

Inspections

One of the most effective spill prevention measures is the performance of routine visual inspections to detect potential spill situations. These shall be done on a regular basis. Items to be monitored are:

- **Paved areas around the Caretaker's House.** There are no catch basins in this area and so flow is overland to a low area on the north side of the driveway before entering the adjacent vegetated area.
- **Storage yard at I-90 Lid Park.** The catch basin draining this area as well as the ground surface under the storage canopy for spills.

Housekeeping

Good housekeeping, as described above, can prevent a significant amount of contaminants from entering runoff as well as promote pride in providing a clean facility.

In addition, new employees should be briefed on the spill cleanup plan as part of their job training and orientation. The storm drainage system, spill prevention practices, and spill cleanup procedures are to be reviewed in detail.

All site employees are to be given a refresher briefing on the spill cleanup plan annually, stressing the importance of spill prevention, good housekeeping and emergency spill cleanup procedures.

Spill Kit

Having a spill kit at the parks or the Caretaker's House is not a necessity due to the low possibility of spills. Additionally, if a spill were to occur on permeable (non-paved) surfaces, a spill kit would not be very efficient. However, some limited cleanup materials should be kept for smaller spills. These materials include: kitty litter or other absorbents, brooms, gloves, trash bags, and plastic containers.

Emergency Spill Response

In the event of a major or significant spill, the following actions should be taken, remembering that safety of staff and visitors is paramount:

1. **Notify the supervisor on duty.**
2. **Determine the danger to personnel.** If the material is suspicious in nature as indicated by fumes or smoke being released, clear the immediate area and get personnel upwind of the spill. If the situation is severe enough to warrant, close the facility and evacuate the area.
3. **Call for assistance.** The supervisor should make a quick assessment of the nature and severity of the spill so that the appropriate notifications can be made.
4. **Isolate the spill.** For spills of a known material which does not present a personnel hazard, use the kitty litter to berm off and soak up the spill as appropriate.
5. **Clean up the spill.** When they are saturated, place the absorbents in the trash bags and dispose of properly. Do not wash free liquid or absorbent down catch basins or off of paved areas.

Monitoring Plan

To comply with the Stormwater Permit, the City of Mercer Island must perform periodic visual observations of discharges from the facilities to evaluate the effectiveness of the BMPs. Water quality sampling of discharges is not required by this Permit. This SWPPP includes a visual monitoring plan, to begin the fourth quarter of 2009.

Inspection frequency and location is summarized in the following table:

Inspection Type	Period	Frequency	Location
Wet Weather	Oct., Nov. or Dec.	Annually [1]	▪ Catch basin at storage facility in I-90 Lid Park. ▪ Paved area in front of Caretaker's House at Luther Burbank.
Dry Weather	July, Aug. or Sept.	Annually [1]	Same as Wet Weather

1. The City may increase frequency or decrease frequency based upon need, as determined by the initial inspection findings.

Annual Wet Weather Inspection

Inspect one time during the wet weather period, during a storm event generating observable overland flow from paved surfaces. Follow and fill out the *Wet Weather Inspection Form* (Form B-1 in Appendix B) and make additional notes as needed.

During wet weather inspections:

- Verify that the description of potential pollutant sources and the Facility Site Plan are accurate.
- Make certain that the pollutant reduction controls are being implemented, maintained, and are functioning adequately.
- Inspect all drainage structures for defects and maintenance needs.
- List observations of floating materials, suspended solids, oil and grease, discoloration, turbidity, odor, etc. in stormwater discharges and their probable source.

Annual Dry Weather Inspection

Inspect one time each year, following at least seven days of dry weather, between July 1 and September 30. Follow and fill out the *Non-Stormwater Discharge Dry Weather Assessment and Certification Form* (Form A-4 in Appendix A)

The objective of these observations is to determine if unauthorized non-stormwater discharges (e.g., domestic wastewater or noncontact process wastewater) to the stormwater drainage system are occurring. These illicit flows are much more difficult to detect during periods with stormwater flows, and therefore it is important to make these observations during a very dry period.

During dry weather inspections:

- If flow is present, then the inspector must determine whether or not it is a result of non-stormwater discharges. The inspector must use his/her judgment as to the source. Smoke testing or dye studies are not required to differentiate between industrial and non-industrial sources at this site.
- If flow is present and believed to be a non-stormwater discharge (e.g., domestic wastewater, process wastewater, etc), then corrective action(s) should be identified and completed on Form A-4.
- If flow is present and believed to be industrial discharge (i.e. washwater, leachate), then the Department of Ecology's Northwest Regional Office must be notified (425-649-7000).

Records Retention

Records must be retained for a minimum of five (5) years. Records include but are not limited to:

- inspection reports
- maintenance records
- records of repairs (including costs)

Appendix A
Site Assessment

FORM A-1.
Material Inventory

Completed by: **City Staff / R. W. Beck**
Title:
Date: **September 2008**

List materials handled, treated, stored, or disposed of at the site that may potentially be exposed to precipitation or runoff. Also indicate if any spills or leaks of pollutants that have occurred since November 18, 1989 (Including any pollutants no longer handled on-site).

Material	Purpose/Location	Quantity (Units) (Indicate per/wk. or yr.)			Exposed since Nov. 89 (Yes/No)	Likelihood of contact with stormwater. If yes, describe reason.	Past Spill or Leak	
		Used	Processed	Stored			Yes	No
Oil / Grease	Service of tractors in the front yard at Care Center	N/A	N/A	N/A	?	Low		X
Paint / Detergents	Stored indoors at the Care Center	N/A	N/A	N/A	?	Low since the indoor drains are connected to the sanitary system		X
Mulch	Piled at the front yard of the Care Center	N/A	N/A	N/A	?	Low		X
Fertilizers	Storage Yard at the I-90 Lid Park	N/A	N/A	N/A	?	Low since the bags are stored under a canopy and are elvetad from the ground		X
Fuel	Small gas cans at Storage Yard at the I-90 Lid Park	N/A	N/A	N/A	?	Low if moved to interior of building and/ or placed on "containment pallet"		X

FORM A-2.
List of Significant Spills and Leaks

Completed by: **City Staff / R. W. Beck**
Title:
Date: **September 2008**

List all spills and leaks of toxic or hazardous pollutants since November 18, 1989, that were significant. Significant spills and leaks include but are not limited to, releases of oil or hazardous substances in excess of reportable quantities. Although not required, we suggest you list spills and leaks of non-hazardous materials.

Date (month/day/year)	Location (as indicated on site map)	Description				Response Procedure		Preventive Measures Taken
		Type of Material	Quantity	Source, If Known	Reason for Spill/Leak	Amount of Material Recovered	Material No longer exposed to Storm-water (Yes/No)	

FORM A-3.
Areas Associated With Industrial Activity

Completed by: **City Staff / R. W. Beck**
Title:
Date: **September 2008**

List areas and activities, not included on previous worksheets, which may be sources of pollution. Discuss the potential of these areas and activities as potential pollutant sources and identify any pollutant that may be generated by that activity.

Industrial Area or Activity	Potential Stormwater Pollutant from Area or Activity	Likelihood of being present in stormwater discharge. If yes, describe reason.
Service of tractors at the front yard of the care center	Oil / Grease	Low or virtually none with the use of drip pans and with the vegetated buffer between the yard and the neighboring wetlands
Storage of fertilizers, paint and detergent	Phosphorus, Nitrogen, chlorinated organics, hydrocarbons	Low since the indoor drains are connected to the sanitary system. The only risk is when washwater runs off to the front yard

FORM A-4.
Annual Non-Stormwater Discharge Dry Weather (July 1 to September 30)
Assessment & Certification

Completed by:
Title:
Date:

The dry season inspection shall determine the presence of unpermitted non-stormwater discharges such as domestic wastewater, wash water, or leachate to the stormwater drainage system.

Tests may include: visual observations of flows, odors, oily conditions, and other abnormalities; dye tests, television line surveys; and/or analysis and validation of accurate piping schematics

Inspection Date	Inspection Location	Method Used to Test or Evaluate Discharge	Flow Present (yes or no)	Identify Potential Significant Sources of Non-Stormwater Flow	Person(s) Who Conducted the Test

CERTIFICATION

Based on my inquiry of the person or persons who manage the systems or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

A. Name & Title

B. Phone:

C. Signature

D. Date Signed

Appendix B
Inspection Forms

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FORM B-1.
Wet Weather Inspection

Completed by:
Title:
Date:

These inspections are to be performed and recorded quarterly. The wet weather inspection will be performed during a runoff generating storm to verify the functioning
Indicate which of the two inspections is performed by circling one of the two types of inspections above.

Inspection Date	Inspection Location	What to Look For	Condition

CERTIFICATION

Based on my inquiry of the person or persons who manage the systems or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

A. Name & Title	B. Phone:
C. Signature	D. Date Signed

FORM B-2.
Preventative Maintenance Inspection

Completed by:
Title:
Date:

These inspections are to be performed and recorded quarterly. The wet weather inspection will be performed during a runoff generating storm to verify the functioning
Indicate which of the two inspections is performed by circling one of the two types of inspections above.

Inspection Date	Inspection Location	What to Look For	Condition

CERTIFICATION

Based on my inquiry of the person or persons who manage the systems or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

A. Name & Title	B. Phone:
C. Signature	D. Date Signed

FORM B-3.
Training Achievements

Completed by:
Title:
Date:

Note all significant training achievements on this form including staff meetings, courses, and job training

Date:

Personnel:

Achievement(s):

FORM B-4.
Sampling Event Log

Completed by:
Title:
Date:

Parameter	Sample Date	Sample Time	Sample Location (1)	CAS Number	Analytical Method	Concentration Detected	Reporting Units	MDL (2)	PQL (2)	Sampler (3)

(1) Use Monitoring Plan Site Map ID
(2) MDL = method detection limit; PQL = laboratory practical quantitation limit
(3) Must be conducted by qualified person identified in the SWPPP