

South Berkeley Recycling CENTER

Generic Storm Water Pollution Prevention Plan

1. Provide a description of Potential Pollutant Sources – (This includes the loading, unloading of dry bulk materials and liquids, outdoor material storage, outdoor process activities, dust generating activities, illicit connections / management practices, waste disposal practices.)

Recycling of yard waste, scrap metal, cans, bottles, auto
brush occurs via outdoor storage, in roll-off
containers

2. Enclose a site map which includes each drainage and discharge structure; an outline of the drainage area of each discharge point, each past or present area used for outdoor storage or disposal of significant materials; each existing structural control measure to reduce pollutants in storm water runoff; materials loading and access area; each hazardous waste storage or disposal facility; each well where fluids from the facility are injected underground; sinkholes; springs; and other surface water bodies. SEE ATTACHED

3. Provide an estimate of the area of impervious surfaces in square feet. – Impervious surfaces include paved, concreted areas and building roofs.

Estimated 4388 square ft.

4. Enclose a topographic map extending one mile beyond the property boundaries of the facility. This map must show the location of intake and discharge structures, springs, other surface water bodies and drinking water wells.

SEE ATTACHED

5. Describe any materials that have been treated, stored, or disposed of in a manner which has led to exposure to storm water. These are the same types of materials as listed under section one (1) above. Describe what steps were taken with these materials to prevent storm water contamination.

Relief containers are emptied as frequently as possible, in some cases as frequently as 7 days.

6. List all significant spills and leaks of toxic or hazardous pollutants that occurred at the facility after the date of three (3) years prior to coverage under this permit and the present. This list shall include a description of the material released, estimate of volume of the release, location of the release, description of any remediation or cleanup taken.

N/A

7. Provide a summary of any existing sampling data.

N/A

Storm Water Management Control – This is a plan which is part of the SWPPP and is designed to ensure that procedures are in place to ensure that storm water contamination does not become a problem at your facility.

Sections of the plan.

1. Pollution prevention committee – individuals responsible for the development of the SWPPP and its implementation, maintenance and revision. – List these individuals.

*BOARD OF DIRECTORS OF
BERKELEY COUNTY SWA*

2. Risk identification and assessment/Material Inventory – Inventory the types of materials handled, location of materials, use of materials.

Name of Material	Where Material is stored and or used	Use of Material
Yard waste	40 yd rolloff	OFFSITE composting
CANS	40 yd rolloff	OFFSITE recycling
Glass	40 yd rolloff	OFFSITE recycling
scrap metal	40 yd rolloff	OFFSITE recycling
WOOD	20 yd rolloff	OFFSITE grinding
BRUSH	concrete walls	ONSITE grinding

3. Preventive maintenance program – Consists of inspection and maintenance of storm water maintenance devices such as oil / water separators and inspecting and testing plant equipment and systems to find breakdowns that may result in discharges of pollutants. *N/A*

List who is responsible for implementing this program and your facilities schedule for conducting inspections.

Board of Directors

4. Good housekeeping – This requires the maintenance of a clean, orderly facility.

List your good housekeeping practices at your facility. Ex. Floors are kept swept, lumber is orderly stacked.

Concrete is swept daily.

Litter is removed daily

Recyclables are stored in proper containers, tanks, buildings, and containment areas then marketed when full.

5. Spill prevention and Response Procedures – List what procedures will be followed at your facility if there is a spill and what equipment will be used. All personnel should be aware of your spill prevention and response procedures.

Ex. absorbent pads are used to clean up oil spillage.

Oil absorbent material at site

6. Storm water management – What measures are in place to control storm water?
Ex. Oil / Water separators for drains from vehicle fueling areas, Sediment ponds.

N/A

7. Sediment and Erosion Prevention – List areas on your facility that have a high potential for soil erosion and identify what measures are used to limit the amount of erosion at those areas.

N/A

8. Employee Training – Employee training programs should inform personnel at all levels of responsibility the components and goals of the storm water pollution prevention plan. Topics such as spill response, good housekeeping, and material management practices should be discussed. Periodic dates for this training shall also be established.

*NEW STAFF IS TRAINED WHEN HIRED.
CURRENT STAFF IS RECALLED AS NEEDED*

Employee Training Log *(typically weekly)*

Date of Training	Topics Discussed	Instructor

9. Visual inspections – Qualified company personnel shall be identified to inspect designated equipment and plant or other appropriate areas. Also, material handling areas shall be inspected for evidence of, or the potential for, pollutants entering the drainage system. A tracking or follow – up procedure should be used to ensure that adequate response and corrective actions have been taken in response to the inspection. Records of inspections shall also be maintained.

SEE ATTACHED "RECYCLING FACILITY INSPECTION CHECKLIST"

Visual Inspections Log

Date Inspected	Person Conducting Inspection	Observations from Inspection	List any corrective actions taken

10. Record keeping and internal reporting – All incidents such as spills, leaks, and improper dumping along with other information describing both the quality and quantity of storm water discharges should be recorded.

Incident description And date	Quality/quantity or storm water	Actions taken

Such incidents are reported to Board members and recorded on inspection checklist.

11. Non – Storm Water Discharges – Use the following reporting form below to certify that the discharge has been tested for the presence of non – storm water discharges. The form includes the results of the test, method used, test date, and drainage points observed during the test.

This certification may not be feasible if the facility does not have access to an outlet, manhole, or other point of access to the ultimate conduit which receives the discharge. If this is the case, the source identification section of this plan shall indicate why the certification below is not feasible. *N/A - see cover letter*

Date of Sample	Drainage Points Sampled	Method Used	Test Results

12. Site Inspection – An annual site inspection shall be conducted by appropriate personnel named in this plan under Section #1, Page 3. This plan is used to verify that the description of potential pollutant sources under Number 1, Page 1 of this plan is accurate. This site inspection should also ensure that the drainage map has been updated or otherwise modified to reflect current conditions, and that the controls to reduce pollutants in storm water discharges associated with industrial activity identified in this plan have been implemented and are adequate. Records documenting these inspections should be retained for three years and recorded on the form below.

site inspections are performed weekly using the

Date Inspected	Person Conducting Inspection	Results of Inspection

*attached
inspection
checklist*

13. A facility which has experienced one or more releases of a hazardous substance in excess of reporting quantities established at 40 CFR 117.3 or 40 CFR 302.4 within twelve months prior to the effective date of the general permit, or after the effective date of this general permit shall include a written description of each release, corrective actions taken and measures taken to prevent recurrence. List any releases of hazardous substances below, along with the date and any corrective actions taken.

N/A

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information 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 fines and imprisonment for knowing violations.

Signature: 

Title: CHAIRMAN

Date: 7/22/10