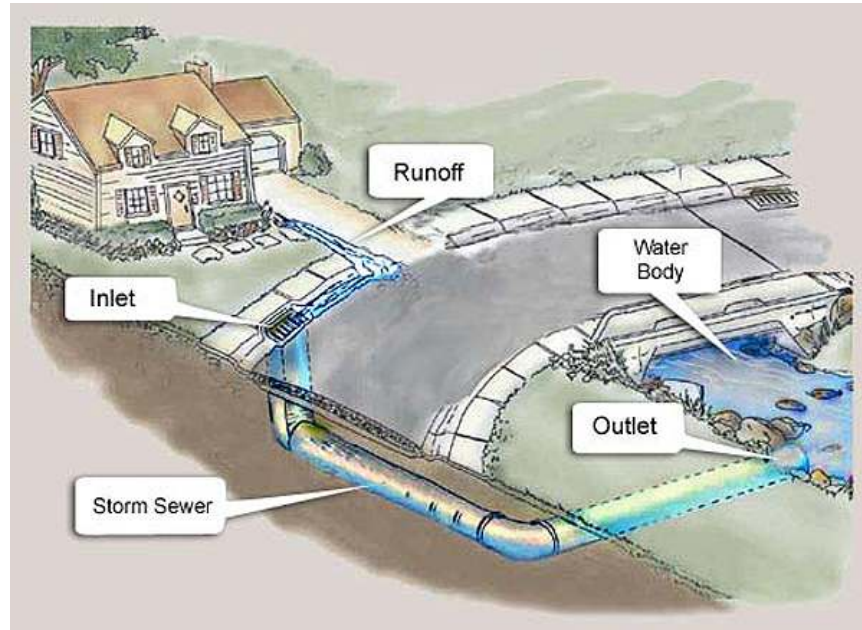




BMP DESCRIPTIONS FOR Minor Public Works Encroachment Projects



Typical concerns to account for when developing a WPCP or SWPPP!

BMP

BEST MANAGEMENT PRACTICES OR “BMP’S” are procedures that help to prevent pollutants from entering our storm drains. Each of us can do our part to keep storm water clean. **Using BMP’s adds up to a pollution solution! Please indicate by checking the box next to the appropriate BMP’s on the “WPCP for Minor Public Works Encroachment Projects” plan form that shall be incorporated into the project to ensure the protection of all waterways and stormwater conveyance systems** (gutters, streets, storm drain inlets, storm drains, catch basins, creeks, culverts and seasonal streams).

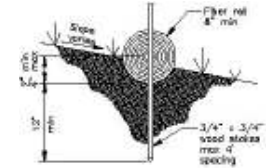
CONCRETE WORK: For all sites wherein concrete work shall be performed the following BMP’s shall be incorporated into the project WPCP at all times:

- A designated concrete washout location will exist on the site,
 - The washout will be **located at least 50’ from** any storm drain inlet or storm drain.
 - The washout will be **located at least 150’ from** any creek. If the washout can not be located at least 150’ from a creek then, a prefabricated self contained concrete washout unit will be used.
- The washout shall be at least 6’ x 10’ (l x w) and 16” deep in dimensions.
- The washout will be lined with at a minimum 10 millimeter plastic.
- The plastic must be replaced if torn or if holes appear.
- The washout will be routinely cleaned and maintained.
- The concrete wash out will be covered prior to any predicted rain event and during any rain event.
- Concrete washouts will be maintained and inspected routinely (i.e. weekly).
- **Never** site a concrete washout over a known spring or underground seep.
- Concrete debris must be removed when the washout is no more than ½ full.
- A minimum 10-mil thick, 10’ x 10’ plastic sheet must be placed under the location where concrete will be transferred to a pump truck or wheelbarrow.





X **CREEK PROTECTION CONTROL MEASURES:** For all sites wherein construction work shall be performed abutting a creek or within 50' of the creek the following BMP's shall be incorporated into the project WPCP at all times:



- Straw wattles or fiber rolls shall be installed at the top edge of the riparian / creek corridor.
 - Fiber rolls are typically entrenched 3" and staked every 4'.
- Please note if a minimum 25' wide vegetated area exist between the work area and the creek, then creek protection measures may be minimized by the City Inspector.

X **EQUIPMENT MAINTENANCE/REPAIR:**

- **Never** conduct routine maintenance or equipment repair on site, unless under cover and over an impervious surface.

X **EQUIPMENT STORAGE:**

- **Never** store or park equipment over or adjacent to a drainage inlet.

X **GUTTERS:** For all construction sites the following BMP's shall be incorporated into the project WPCP at all times:

- The gutter shall be swept at a minimum weekly or more as needed. The discharge or track out of any sediment, dirt, rock or other debris into the public right of way (i.e. gutter) is a violation of the clean water act and local municipal code and a citable violation.



X **PORTABLE TOILETS:** For all sites wherein the use of portable toilets shall be used the following BMP's shall be incorporated into the project WPCP at all times:

- Portable toilets shall not be placed within 50' of a storm drain inlet.
- Portable toilets shall not be placed within 50' of any stormwater conveyance system (i.e. creek).
- The portable toilet shall be equipped with secondary containment features in case of a leak or spill. Said secondary containment features shall include, but not be limited to a catch drain pan.



X **SAW CUTTING:** For all sites wherein saw cutting activities shall be performed the following BMP's shall be incorporated into the project WPCP at all times.

- **During** all saw cutting and boring activities all slurry must be reclaimed.
- At the end of the work day the work area and all affected impervious surfaces (i.e. sidewalk, driveway, gutter, street, etceteras) must be swept.
 - All waste materials must be disposed of properly per Federal, State and local rules and regulations.
 - There should not be any residue left on site to become blowing dust after it has dried.





- All storm drain inlets near the work area should be protected and/or covered to prevent any slurry from entering the inlets.
 - Never discharge or allow slurry to enter a storm drain.
 - If saw cutting slurry enters a storm drain/natural outlet, clean it up immediately.
- **Ways to Reduce Slurry**
 - Use as little cooling water as possible.
 - Turn off water when not cutting.
 - Do not clean the cutting area by hosing it down.
- **Disposal of Slurry:** Proper disposal does not include the sewer, storm drain or any other natural outlet. The following are a couple of disposal methods that may be used:
 - Trenching operations – pour the slurry into the sand or dirt used to backfill the trench.
 - Large jobs – designate an area at the job site or in the construction yard where a holding pit can be made to dump the slurry until it dries. This area must be lined with plastic and then cleaned up at the end of the job.
 - **Slurry can not be disposed of within 150' of a natural waterway.**



ⓧ SCHEDULING: When possible, schedule projects for dry weather.

ⓧ SOLID WASTE MANAGEMENT: All construction projects result in the generation of solid waste, both recyclable waste and waste products that must be buried at the local landfill. The following BMP's shall apply to all construction projects:



- **Minimize Waste:** Carefully measure the quantities of materials (i.e. concrete, paint & etcetera) needed to complete the job in order to avoid waste.
- **Recycle Waste:** Be sure to follow your City of San Luis Obispo Construction and Demolition Recycling Plan during the course of the project. Recycle - lumber, paper, cardboard, metals, masonry (bricks, concrete, etc.), carpet, plastic, pipes (plastic, metal and clay), drywall, rocks, dirt and green waste. For recycling and disposal information, call (805) 781-7213 or visit: <http://www.slocity.org/utilities/recycling>.
- A designated solid waste staging area will exist:
 - The staging area shall include either refuse disposal bins or a fenced in location to prevent the materials from being blown around the construction site.
 - The staging area will be **located at least 50' from** any storm drain inlet or storm drain.
 - The staging area will be **located at least 150' from** the creek. If the staging area can not be located at least 150' from the creek then a waste containers shall be used at all times.
 - All materials will be legally disposed of or recycled at permitted facilities on a weekly basis.

ⓧ SIDEWALKS: For all construction sites the sidewalk shall be swept at a minimum weekly or more as needed. The discharge or track out of any sediment, dirt, rock or other debris into the public right of way (i.e. sidewalk) is a violation of the clean water act and local municipal code and a citable violation.





X SPILL KIT: For minor construction sites requiring a WPCP a spill kit shall be on site at all times:

- **Spill kits** shall include the following:
 1. **Absorbents:** Appropriate quantities and types of absorbent materials for the specific materials used on the site.
 2. **A diagram of the site** including all drainage inlets on and off site that may be affected by a spill.
 3. **Personal protective equipment:** Protective eye wear, appropriate gloves, appropriate apparel and etcetera.
 4. **List of emergency contact numbers** and location of local medical care.
 5. **A spill report form** to be completed and submitted with 24 hours of a spill to the local agency. Report all spills of **reportable quantities** that enter the storm drain system.
- **Spill Management:** Document the spill, what caused it, what clean up measures were employed, disposal methods employed and what long term corrective measures were taken to avoid a repeat occurrence.
 1. **Spill Cleanup:** If a spill occurs, clean it up immediately and temporarily block all potentially affected storm drain inlets.
 2. **Spill Reporting:** If a spill occurs that makes its way into the City’s stormwater conveyance system (“SCS” - street, gutter, storm drains, inlets, catch basins, creeks and etcetera) immediately report it to the City at (805) 781-7530.
 3. **Spills of Reportable Quantities** shall be reported to all appropriate local, state and federal agencies in the time allowed.
 4. **Document** – be sure to document your efforts to effectively manage all spills.
- **Employee ownership** is critical to effective spill management.

X STORM DRAIN INLET PROTECTION: For all sites the project applicant and contractor will determine the location of all storm drains within 150’ of the site. In addition, the following BMP’s shall be incorporated into the project WPCP at all times:

- **Curb Drains:** All storm drains within 50’ down gradient of the work site shall be protected with approved curb drain inlet protection devices which shall include, but not limited to:
 - The installation of **filter fabric or a drain eel**, and
 - The installation of **Gravel bags** and storm wattles around each drain inlet.
 - These temporary protection devices shall be routinely inspected (i.e. weekly and before and during storm events), maintained, cleaned and replaced as necessary.
 - Always be cognizant of the fact that these temporary BMP’s must not cause flooding during a rain event.
- **Drain Inlets:** All drain inlets within 50’ down gradient of the work site shall be protected with approved drain inlet protection devices which shall include, but not limited to:
 - The installation of **filter fabric or drain inlet sock** or some other approved BMP, and
 - The installation of **Gravel bags** and storm wattles around each drain inlet,
 - Typically gravel bags should be placed slightly up gradient of the drain inlet in an “L” pattern. Never completely surround a drain inlet with gravel bags.
 - Gravel bags should be inspected weekly and replaced immediately if torn.





- These temporary protection devices shall be routinely inspected (i.e. weekly and before and during storm events), maintained, cleaned and replaced as necessary.
- Always be cognizant of the fact that these temporary BMP's must not cause flooding during a rain event.
- **Grate Street Level Drains** – All grate or street level drains within 50' down gradient of the work site shall be protected with approved grate or street inlet protection devices which shall include, but not limited to:
 - The installation of **filter fabric or grate inlet sock** or some other approved BMP, and
 - These temporary protection devices shall be routinely inspected (i.e. weekly and before and during storm events), maintained, cleaned and replaced as necessary.
 - Always be cognizant of the fact that these temporary BMP's must not cause flooding during a rain event.



X **STREET:** For all construction sites the street shall be swept at a minimum weekly or more as needed. The discharge or track out of any sediment, dirt, rock or other debris into the public right of way (i.e. street) is a violation of the clean water act and local municipal code and a citable violation.



X **TEMPORARY CONSTRUCTION ENTRANCES OVER A CURB -** For all sites wherein a temporary construction entrance over a curb will be employed then the following BMP's shall be incorporated into the project WPCP at all times:

- A stabilized construction entrance may be required. Please refer to City personnel for details.
- A curb drain must be installed to protect the designed flow of water.
 - Temporary curb drain flow must include a 3" drain pipe to maintain curb flow covered with asphalt.

X **TEMPORARY MATERIAL STORAGE:** For all sites wherein construction materials; such as dirt, sediment, sand, rock, wood chips, sand, lumber, concrete blocks, etcetera shall be temporarily stockpiled the following BMP's shall be incorporated into the project WPCP at all times:

- All temporarily stockpiled materials for and on the project shall conform to the following:
 - Stockpiled or stored materials (i.e. dirt, sand, road base) shall not be placed within 50' of a drainage inlet or a creek.
 - Stockpiled or stored materials (i.e. dirt, sand, road base) if placed within the roadway shall not interfere with the designed curb flow. A 3" drain pipe shall be placed at the base of the gutter that shall extend at a minimum distance 2' further than the diameter of the stockpiled materials.
 - The stockpiled materials shall be surrounded by some form of approved containment BMP, such as, straw wattles.
 - The stockpiled materials shall be covered with plastic or a tarp at all times which shall be held down with gravel bags or sand filled bags.

X **TOOL WASHOUT LOCATIONS:** The standards for a typical concrete washout shall apply for all tool washout locations.

- **Never** wash tools in the street, storm drain, and creek or where the residue may flow into the street, storm drain or creek.



- X WEEKLY:** For all construction sites the project owner and / or contractor must routinely inspect, clean, maintain and repair as necessary all temporary BMP's for effectiveness.
- **Inspections:** Routine inspections typically occur on a weekly basis and before and after each rain event. Additional inspections may be required, such as, during the first rain event.
 - **Cleanings:** The site should be maintained following good housekeeping principles. All affected impervious surfaces both on and off the site (i.e. sidewalks, gutters and streets) typically need to be swept weekly, but more frequent cleanings may be necessary. In addition, the site must be kept clean of loose solid waste materials at all times.
 - **Maintenance:** Temporary BMP's must be maintained weekly.
 - **Repairs as Necessary:** During routine inspections, cleaning and maintenance activities dilapidated, torn or broken temporary BMP's may be discovered and should be repaired immediately.
 - **Documentation:** Document your efforts and stormwater pollution prevention activities. Your best demonstration of compliance is documentation.