

STORMWATER MANAGEMENT PROGRAM MUNICIPAL TYPE OPERATIONS

SOP For: Maintenance of Buildings, Facilities and Fixed Structures

Purpose of SOP: Establish procedures to reduce and eliminate the entry of pollutants into the storm sewer system.

Standard Operating Procedures

- Maintain the storm drain system including ditches, inlets, culverts, channels, etc.
- Do not allow wastewater containing soap or chemicals to enter the storm drain.
- Do not over irrigate with sprinkler systems.
- If paving or applying, a sealant does not allow material to enter the storm drain system.
- All wastewaters should be sent to the sanitary sewer and/or disposed of properly.
- Discharges from chemical fire suppression systems should not be allowed to enter the storm sewer system.

- Discharges from certain line tests, fire pumps and hydrant flushing may be discharged to the storm sewer system under the following conditions.
 - No chemicals have been added.
 - Discharge water has not been used for another process such as washing, heat exchange or manufacturing.
 - Discharge does not cause erosion. Discharge does not contain solids.
 - Discharge does not contain residual chlorine.
- Floor drains and elevator sump pumps must not enter the storm sewer system.
- Hydraulic fluid leaks from elevators or lifts must be repaired and cleaned upon discovery.
- Mop water and cleaning water should be disposed of by way of the sanitary sewer never by the storm drains.
- Materials should not be poured, transferred, or handled outdoors near a storm drain.
- Use a ground cloth or secondary container for paint opening, mixing and tool cleaning.
- Enclose spray painting operations to minimize wind drift and overspray.
- Do not lean paintbrushes or tools near a storm drain.
- Promptly clean any spills of paints, cleaners, solvents, or chemicals.

Training

- Employees should receive training regarding pollution prevention and stormwater management.