



# City of San Pablo Corporation Yard Storm Water Pollution Prevention Plan – June 2023 (SWPPP)

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## **Background**

The Municipal Regional NPDES Permit (MRP) from the San Francisco Regional Water Quality Control Board (Water Board) requires that each Permittee prepare a written Stormwater Pollution Prevention Plan (SWPPP) specific to our maintenance facility.

## **Purpose**

A SWPPP is a required document for the City Corporation Yard under the MRP. The purpose of the SWPPP is to protect the water quality of the creeks and the bay by preventing pollutants from being discharged into the stormwater system. This SWPPP identifies potential sources of pollution which could affect the quality of stormwater discharged from the site and describes the best management practices (BMP's) which are used to prevent discharges of pollutants.

Procedures outlined in this plan have been utilized by the maintenance staff based at the Corporation Yard. The SWPPP documents the procedures and BMP's and can serve as a reference and training guide.

## **Description of Corporation Yard**

The City of San Pablo owns and operates one Corporation Yard, located at 1515 Folsom Avenue. Refer to Attachment 1 for the Site Vicinity Map. The site is relatively flat and consists of approximately 2 acres in a primarily residential area and is adjacent to the City's Davis Park. The site has essentially 100% impervious surface consisting of:

1. Staff office space,
2. Municipal shop buildings,
3. Paved parking, and storage areas.

The site is fenced and utilizes a security system. See Attachment 2 for the Site Plan.

The Public Works maintenance department conducts park and street maintenance operations from the Corporation Yard. The Corporation Yard is not used by other agencies or contractors. Public Works vehicles used for maintenance are stored on site. Vehicle maintenance is performed off site at commercial service facilities. City vehicle refueling is also conducted at the Corporation Yard. In 1999, three underground fuel storage tanks at the site were replaced with two new ones along with dispensing facilities and a canopy.

### **Site Drainage and Stormwater System**

Site drainage is collected on site through drain inlets as indicated on Attachment 3. Drain inlets connect to storm drain pipes which discharge at outfalls located on the banks of Wildcat Creek at the north end of the site.

### **Potential Pollutant Sources**

Potential pollutants consist of waste oil, paint, solvents, lubrication oil, fuels, pesticides, fertilizers, water treatment chemical (solid “chlorine” tablets, sodium hypochlorite) construction materials (cement, sand, etc.), batteries, and automotive fluids. A detailed description of all hazardous materials is contained in the MSDS’s kept on site.

Materials are kept in covered buildings or sheds with the exception of waste oil, trash, and certain construction materials. The waste oil is kept in drums in a covered bin with secondary containment near the northwest corner of the site. (Note that the waste oil is from illegally disposed containers collected during street maintenance activities and inspections.) Pesticides are stored in an enclosed cabinet located on the east exterior side of the shop building. These locations are indicated on the Site Plan in Attachment 2. The construction material storage bins are located at the north end of the site as shown on the Site Plan.

### **General Description of BMP’s**

BMP’s can be generally categorized as follows:

- **Materials Storage:** Store the majority of materials indoors, as noted above. Other materials which may affect the stormwater system (via rain and runoff) are covered during inclement weather. Materials picked up from streets and storm drainage facilities are disposed of daily.
- **Equipment/Vehicle Storage:** Park trucks and other equipment in designated areas outside. Contain any leaks revealed during regular inspections until repaired. Cover equipment that is only used periodically.
- **Vehicle and Equipment Maintenance:** Perform vehicle and equipment maintenance in covered areas. Take vehicles to a car wash. For large vehicles that do not fit in a car wash, only rinse off with water. Protect the catch basin with socks or concrete bags and wash away from the catch basin. Rinse off equipment in designated area with a sanitary sewer connection.

- **Vehicle Fueling:** Staff are trained on proper fueling practices. The new facility utilizes BMP's including a canopy, a concrete pad, signs indicating "Do not top off", and a spill kit.
- **Asphalt/Patch Truck Cleaning:** Impervious materials and/or drip pans shall be placed under the truck when cleaning is necessary. Cleaning fluid effluent will be absorbed or collected for disposal upon completion of cleaning. Protect patch and paving equipment from the rain.
- **Painting Equipment Cleaning:** Water-based paint is mainly used by maintenance. Equipment is rinsed and cleaned over dry solids and disposed at the hazardous waste facility. Protect painting equipment from rain.
- **Pesticide, Herbicide, and Chemical Storage and Disposal:** Hazardous materials are stored in labeled containers and stored in locked and posted storage unit. Rinse and dispose of empty containers.
- **Spill Containment:** For minor spills which could impact the stormwater system, (1) stop the source and contain the spill, (2) remove the spilled material using absorbent material and/or the spill cleanup kits, (3) clean the contaminated area using dry methods, and (4) store spill kits near potential spill areas. For details on hazardous materials spills, consult MSDS's and the Business Plan.

For significant spills that cannot be completely controlled by on-site personnel, (1) call the appropriate agency on the Emergency Phone List included in Attachment 4, (2) control entry and evacuate area, (3) if safe, stop the source of the spill and contain its spread, and (4) cleanup area after appropriate responder determines it is safe.

- **Housekeeping:** Keep the site clean and check daily for potential pollutants. Dry sweep pavement area regularly. Remove debris from catch basins and change filters as needed.
- **Training:** Updates and reviews of stormwater BMP's are conducted at least annually and are frequently part of the monthly safety meetings held at the site. The BMP's are also posted at the Corporation Yard.

### **Implementation and Monitoring Responsibility**

The Public Works Maintenance & Operations Supervisor shall be responsible for proper implementation of BMP's and shall also monitor the site to confirm BMP performance.

### **Records and SWPPP Updates**

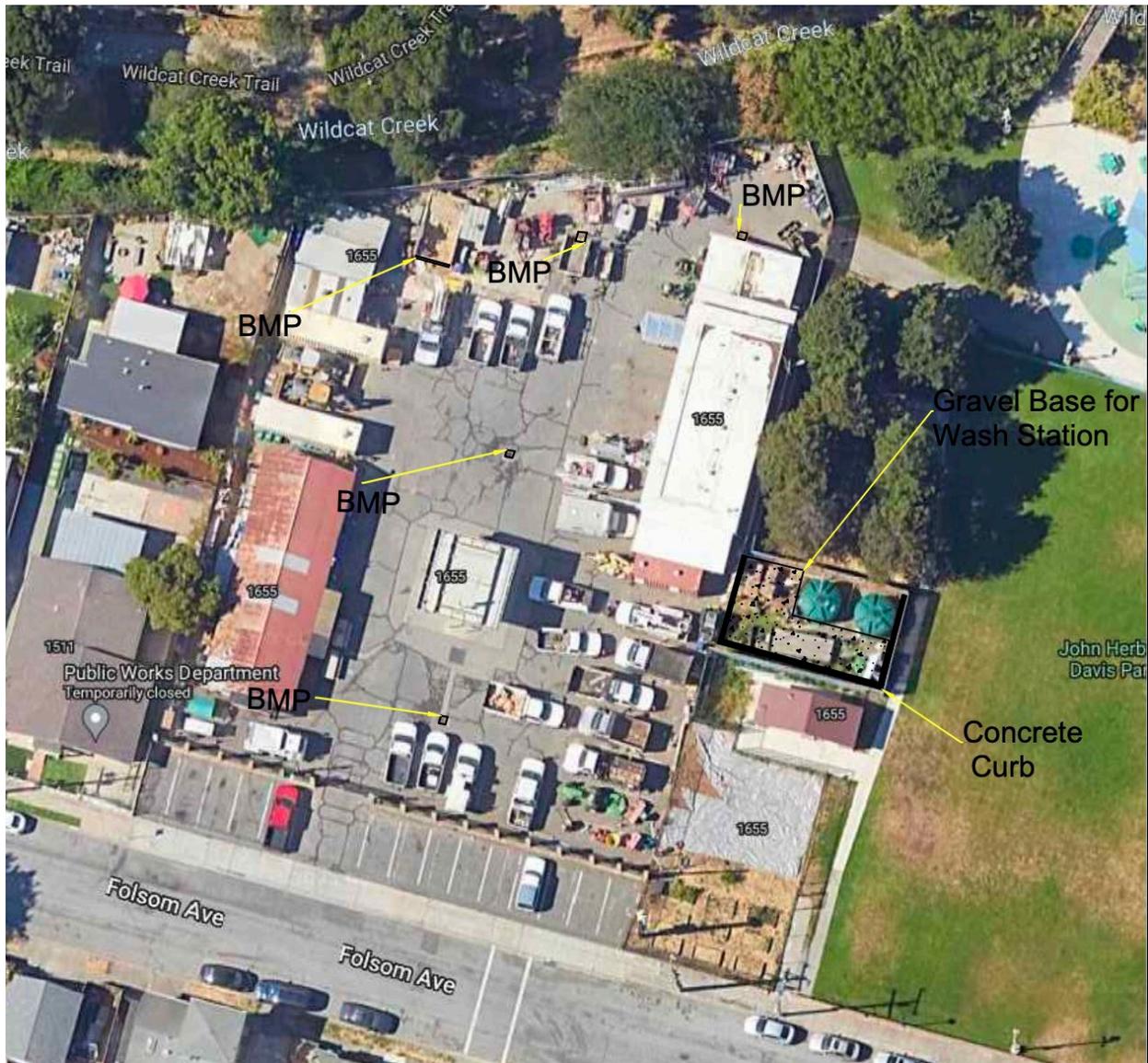
This SWPPP will be kept at the Corporation Yard for inspection by other agencies, such as the Water Board. It should be updated upon changes in operations or procedures which could impact the stormwater system. Copies of the SWPPP should be distributed to all maintenance staff using the site and to any new Public Works employees. Updates of the SWPPP will be written by the Environmental Program Manager and Public Works Maintenance & Operations Supervisor in consultation with the Public Works Director.

Attachments: 1. Site Vicinity Map, Site Plan  
2. Site Drainage Map  
3. Emergency Phone List

Reference file: Business Plan

cc: NPDES file  
Corporation Yard file

# Attachment 1 Site Vicinity Map/Site Plan



# Attachment 2 Site Drainage Map

