



**City of Avon  
Storm Water Pollution Prevention Plan (SWPPP)**

**Streets Department Building  
35400 Schneider Court  
Avon, Ohio 44011**

## **Index**

Storm Water Contact	3
Facility Inventory	4
List of Best Management Practices (BMPs)	5
Spill Response Plan / Location of Spill Kits	6
Certification of Non-Storm Water Discharges	7
Service Building Inspection Checklist	8
Map of Service Building Property	10

## **Contact Person**

The contact person for the Avon Streets Department Building located at 35400 Schneider Court is \_\_\_\_\_.

The contact person shall be responsible for the required site inspections, reporting changes in status to the storm water manager and assisting the storm water manager in the implantation, maintenance and revision of the SWPPP.

The contact person shall attend storm water meetings that relate to this and other facilities under the direction of the storm water manager.

## **Facility Inventory**

- 1) Inventory of Exposed Material
  - a) Salt storage area
  - b) Fuel storage tanks
  - c) Drum storage containers
  - d) Stockpiles of erodible materials
  
- 2) Spills and Leaks
  - a) Releases from storage drums and outdoor storage containers
  - b) Releases from salt storage container
  - c) Releases from fuel storage containers

## **Facility Best Management Practices (BMPs)**

- a) Salt storage area swept to keep excess salt in the enclosed container. Salt storage container free from rainwater leakage and wind blowing salt out of containment.
- b) Scrap materials and waste stored in an enclosed dumpster with the lid closed.
- c) Storage drums covered and properly labeled. Storage drums kept away from drive access and traffic areas. Storage drums located within containment bins.
- d) Fuel tanks secure and free of damage or deterioration. Proper spill kit accessible and available. Fuel tanks located inside the containment berm.
- e) Sediment and erosion controls shall be implemented around stockpiles of erodible materials stored out in the yard. (i.e. silt fence, tarps, sediment trap)
- f) Washing of machinery and vehicles shall be done were the conveying system is intercepted by the oil / water separator.
- g) Oil / water interceptor to be inspected once every twenty-four (24) months and necessary maintenance performed.

## **Spill Response Plan**

- 1) When an oil, grease, fuel or hazardous substance spill occurs within the Streets Department premises, (inside or outside the building), immediately locate and detain the spill.
- 2) Protect all drains from the spill entering the conveying system.
- 3) Use the “spill kit” to contain and absorb the spill if the spill is less than five (5) gallons.
- 4) For spills that are five (5) gallons or more, use the “spill kit” and immediately report the spill to the Fire Department.
- 5) For spills that enter the storm drains, the use of “floating boom socks” or “turbidity curtain” at the retention basin shall be installed immediately.

### **Location of Utilities “spill kits”**

- 1) Stock Room – located in the garage area
- 2) “Dock Box” – located near the fuel tanks.

## **Certification of Non-Storm Water Discharges**

The facility contact person shall certify the non-storm water discharge of the facility not less than once each year.

The visual inspection of the dry weather discharge shall be recorded and a copy sent to the storm water manager.

Records of inspection and monitoring information shall include:

- a) Date, exact place and time of inspection or sampling
- b) The initials or name of the inspector

All records of inspection shall be retained for at least six (6) years from the date of the inspection or sample.

**Streets Department Building Inspection Checklist**  
**35400 Schneider Court**

Date:

Inspector:

Salt Storage Area:

Semi-Annually

Has excess salt been stored back under the container?

YES            NO

Is the storage container free from leakage?

YES            NO

Drums and Storage Containers:

Semi-Annually

Are the containers leaking any fluids?

YES            NO

Are the containers properly labeled?

YES            NO

Are the containers closed to prevent spills?

YES            NO

Are the containers stored within containment bins?

YES            NO

Fuel Tanks:

Semi-Annually

Is the "spill kit" nearby the fueling area?

YES            NO

Does "containment gauge indicator" on fuel tanks show leakage?

YES            NO

**Streets Department Building Inspection Checklist**  
**35400 Schneider Court**

Date:

Inspector:

Dumpster Containment:

Semi-Annually

Is the dumpster container free of leakage?

YES            NO

Is the lid closed?

YES            NO

Stockpiles of Erodible Materials:

Semi-Annually

Do stockpiles of erodible materials have containment?

YES            NO

Is the containment free from defects?

YES            NO

Does the containment control the runoff?

YES            NO

Retention Basin:

Semi-Annually

Is there an oil sheen on the surface of the water?

YES            NO

Has debris been removed from the pond to avoid entering the conveying system?

YES            NO

# **Avon Service Building Site Map**

# **Attachments**