



STORMWATER POLLUTION PREVENTION REQUIREMENTS FOR OUTDOOR BUILDING MAINTENANCE

The City of Palo Alto wants to help your business comply with state and local laws that help prevent pollutants from flowing to creeks and the San Francisco Bay. Commercial buildings, such as multi-purpose buildings, apartment complexes, and offices, are required to follow City of Palo Alto's Municipal Code Chapter 16.11 and 16.13 and the Stormwater Best Management Practices (BMPs) outlined in this fact sheet.

ONLY RAINWATER IS ALLOWED TO ENTER THE STORM DRAIN SYSTEM.



Releasing pollutants directly or indirectly to the storm drain system is prohibited and may result in fines.



Keep liquid paint products and residues away from storm drain inlets. Dispose as hazardous waste or recycle them through www.paintcare.org.

BEST MANAGEMENT PRACTICES (BMPs)

Painting Activities

- Keep all liquid paint products and wastes away from the gutter, street, and storm drain inlets. Liquid residues from paints, thinners, solvents, glues, and cleaning fluids are hazardous wastes and must be disposed of at a hazardous waste collection facility or through a licensed hauler.
- When thoroughly dry and empty, dispose of paint cans, brushes, rags, and clothes in the garbage.
- Never clean brushes or rinse paint containers into the street, gutter, storm drain inlets, or any waterway.
- For water-based paint, remove excess paint from brushes and rinse into a drain that goes to the sanitary sewer.
- For oil-based paints, remove excess paint from brushes and clean with thinner or solvent in a proper container. Dispose of excess liquids and residues as hazardous waste.
- Paint chips and dust from non-hazardous dry stripping and sandblasting may be collected in plastic bags and disposed of as trash.
- Dispose of chemical paint-stripping residues and dust from marine paints or paints containing lead, mercury, or tributyltin as hazardous waste.
- For leftover architectural paint, recycle, donate the excess, or return it to the supplier. Visit www.paintcare.org for a list of PaintCare recycling locations.

Power Washing

- Sweep area of debris before washing.
- Set up a perimeter berm/curb, and block storm drain inlets.
- Wash water must be collected and discharged to a sink, toilet, or other drain connected to the sanitary sewer or be directed to a landscaped or unpaved area. Do not allow it to overflow into the sidewalk, street, or parking lot.
- Use a shop vacuum to collect excess wash water and dispose to the sanitary sewer system.
- Use a mop bucket for spot cleaning.

Employee Training

- Train all employees on stormwater BMPs, pollution prevention, and spill clean-up.
- Maintain training records onsite.

The City of Palo Alto operates a hazardous waste collection program for qualifying businesses and non-profit organizations that generate a small amount of hazardous waste. **To find out if you are eligible, visit cityofpaloalto.org/hazwaste.**

STORMWATER POLLUTION PREVENTION REQUIREMENTS FOR ALL BUSINESSES

What is Stormwater?

Stormwater flows into streets and gutters picking up pollutants, such as oil, litter, and sediment before it enters the storm drain system and travels to local creeks and the San Francisco Bay. Stormwater **is not treated** before being discharged into waterways. Your business can help prevent water pollution by following these best management practices.

BEST MANAGEMENT PRACTICES (BMPs)

Refuse Containers

- Locate all refuse (trash, recycling, and compost) handling, storage, and disposal areas away from storm drain inlets or creeks and ensure proper labeling.
- Keep dumpster lids closed at all times and keep areas free of debris.
- Do not pour any FOG or oily waste into dumpsters.
- Keep dumpsters in good condition and ensure that leaks are not occurring. Visit greenwasteofpaloalto.com to learn more about commercial trash services provided by the City and to replace leaking dumpsters.

Storm Drain Inlets

- Clearly mark storm drain inlets with the words “No Dumping - Flows to Bay” or equivalent.
- Annually inspect and clean out all storm drain inlets on your property with a vacuum or shovel before the rainy season. Storm drain inlets at sites where sediment and other debris are generated or stored may need to be monitored, cleaned, and maintained at a higher frequency.

Outside Areas

- Keep outdoor areas and refuse areas free of trash, sediment, wash water, cigarette butts, and any other potential pollutants.
- If any paved areas are cleaned with water, wash water must be contained, captured, and reused, or properly disposed of in a private sanitary sewer cleanout.
- Cleaning solutions, fluids that cannot be recycled, and absorbent materials used for cleanup may need to be disposed of as hazardous waste. Learn more at cityofpaloalto.org/hazwaste.

Spill Response

- Keep spill kit updated, labeled, and easily accessible. Include spill response plan/directions.
- Clean up surface residues that can wash into a storm drain inlet before rain events.
- Contain spills and protect nearby storm drain inlets immediately.
- Manage spills by dry-mopping or using absorbent material. Sweep up waste immediately with a broom or wet/dry mop and dispose of properly.

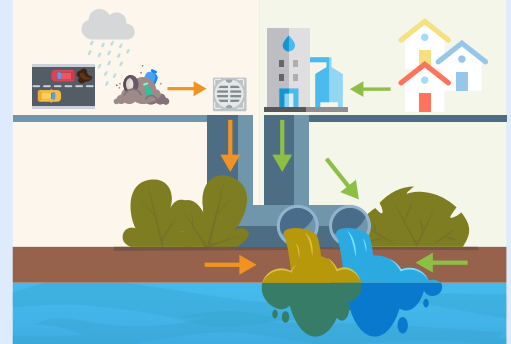
Documentation and Record Keeping

- Keep maintenance and BMP training documentation on site and available upon request by City staff.

Different Systems, Different Rules

Water from the storm drain system **is not treated** before entering the Bay.

Wastewater from homes and businesses **is treated** before entering the Bay.



There are two different drain systems for most businesses:

- (1) storm drains** are outdoors and carry stormwater runoff directly to local creeks and the Bay without treatment and
- (2) sanitary sewer drains**, often indoors, carry wastewater to a treatment plant before being discharged to the Bay.

Different regulations apply to these systems. For more information on stormwater, visit CityofPaloAlto.org/Stormwater-Businesses. For more information on requirements for sanitary sewer discharges, visit CleanBay.org.