Foreward

This document has been created to meet the requirements of the Western Washington Phase II Muncipal Stormwater Permit. The Bellingham School District is a Secondary Permittee, # WAR045708. The District's Stormwater Management Plan itemizes and explains the elements of our commitment to fully complying with and understanding the regulatory requirements of the Permit. This SWMP is intended as a living document and will be updated on a regular, annual basis.

1. Public Education and Outreach

- Storm drain inlets owned and operated by the Bellingham School District, defined as part of our permit, will be clearly and permanently labeled at maintenance yards, parking lots, along sidewalks, and at pedestrian access points with the message “Dump no waste”, indicating the point of discharge as a river, lake, bay or groundwater.
- Fifty percent of these inlets will be labeled within three years from date of our permit. No later than 180 days prior to the expiration of this permit, all those inlets shall be labeled. During visual inspection and regular maintenance of storm drain inlets, per The Western Was, def46(,)-10 (de)4 (f)3 (46(c0-2 (s)-1 (ua)tr)3 (e)-P-5 (, (c)4 (m)-2

4. Construction Site Stormwater Runoff Control

The School District shall comply with all relevant ordinances, rules, and regulations of the local jurisdiction, which govern construction phase stormwater pollution prevention measures.

- For all District construction projects the district shall obtain the appropriate permit for stormwater discharge associated with construction activities prior to discharging construction related stormwater.
- The district will coordinate with the local jurisdiction regarding projects owned and operated by other entities which discharge into District's MS4, to assist the jurisdiction with achieving compliance with all relevant ordinances, rules and regulations of the local jurisdiction.
- The district will provide training or coordinate with existing training efforts to educate relevant staff in erosion and sediment control BMP's and requirements, or hire trained contractors to perform the work.
- The district will coordinate as requested with the Department or local jurisdiction to provide access for inspection of construction sites or other land disturbances under control of the school district.

5. Post-Construction Stormwater Management for New Development and Redevelopment

- From the date of permit coverage the school district shall comply with relevant

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- From the date of coverage of this permit, the school district shall have permit coverage for all facilities required to be covered under the General NPDES Permit for Stormwater Discharges Associated with Industrial Activities.
- The O & M Plan shall include sufficient documentation and records as necessary to demonstrate compliance with the O & M Plan requirements in S6.D.6.a.i through vii.
- The district will train all employees whose construction, operations, or maintenance job functions may impact stormwater quality. The training shall address: the importance of protecting water quality, the requirements of this permit, operation and maintenance requirements, inspection procedures, ways to perform their job activities to prevent or minimize impacts to water quality and procedures for reporting water quality concerns, including potential illicit discharges.

7. Illicit Discharge Detection & Elimination

The legal authority for this IDDE policy is the Bellingham School District Board of Directors. The Board of Directors adopts this policy according to its operating rules and pursuant to its application and approval for a Phase II Municipal Stormwater Permit.

The purpose of the policy is to protect water quality, promote public health and safety and to meet requirements of the state municipal stormwater permit.

This policy prohibits the following categories of non-stormwater discharges unless stated conditions are met:

- Discharges from potable water sources, including water line flushing, hyper-chlorinated water line flushing, fire hydrant system flushing, and pipeline hydrostatic test water. Planned discharges shall be de-chlorinated to a concentration of 0.1 PPM or less, pH-adjusted if necessary, and volumetrically and velocity controlled to prevent re-suspension of sediments in the MS4.
- Discharges from lawn watering and other irrigation runoff. These discharges shall be minimized through, at a minimum, public education activities and water conservation efforts conducted by the Bellingham School District and/or the local jurisdiction.
- De-chlorinated swimming pool discharges. The discharges shall be de-chlorinated to a concentration of 0.1 PPM or less, pH-adjusted and re-oxygenated if necessary, and volumetrically and velocity controlled to prevent re-suspension of sediment in the MS4. Swimming pool cleaning wastewater and filter backwash shall not be discharged to the MS4.
- Street and sidewalk wash water, water used to control dust, and routine external building wash down that does not use detergents. The Bellingham School District

- shall reduce these discharges through, at a minimum, public education activities and/or water conservation efforts conducted by the school district and/or the local jurisdiction. To avoid washing pollutants into the MS4, the school district shall minimize the amount of street wash and dust control water used. At active construction sites, street sweeping shall be performed prior to washing the street.
- Other non-stormwater discharges shall be in compliance with the requirements of a stormwater pollution prevention plan reviewed by the Bellingham School District which addresses control of such discharges.

8. Spill Response and Prevention Plan

Spill response is initially the responsibility of the Buildings and Grounds Department. Contact at 360-676-6548. Mike Anderson, Director

Other agencies that may require notification are:

Bellingham Police and Fire Depts

24 Hr Emergency	911
Non-Emergency	360-676-6811

Whatcom County Emergency Management

Emergency	360-738-4551

Department of Ecology

Non-Emergency	360-715-5200

National Response Center
800-424-8802

Response and Cleanup:
Chemical spills are divided into three categories: Small, Medium and Large. Response and cleanup procedures vary depending on the size of the spill.

Small Spills:

- Quickly control the spill by stopping or securing the spill source. This could be as simple as up-righting a container and using floor-dry or absorbent pads to soak up spilled material. Wear gloves and protective clothing, if necessary.
- Put spill material and absorbents in secure containers if available.
- Consult with the District Responsible Person and MSDS for spill and waste disposal procedures.
- In some instances, the area of the spill should not be washed with water. Use Dry Cleanup Methods and ***never*** wash spills down the drain, onto a storm drain or onto a driveway or parking lot.

- Both the spilled material and the absorbent may be considered hazardous waste and must be disposed of in compliance with state and federal environmental regulations.

Medium Spills:

Spills where the major dimension exceeds 18 inches, but is less than 6 feet. Outside emergency response personnel (police and fire department HAZMAT teams) should usually be called for medium spills. Common sense, however, will dictate when it is necessary to call them.

- Immediately try to help contain the spill at its source by simple measures only. This means quickly up-righting a container, or putting a lid on a container, if possible. Do not use absorbents unless they are immediately available. Once you have made a quick attempt to contain the spill, or once you have quickly determined you cannot take any brief containment measures, leave the areas and alert Emergency Responders at 911. Closing doors behind you while leaving helps contain fumes from spills. Give police accurate information as to the location, chemical, and estimated amount of the spill.

Large Spills

Any spill involving flammable liquid or where the major dimension exceeds 6 feet in diameter; and any "running" spill, where the source of the spill has not been contained or flow has not been stopped.

- Leave the areas and notify Emergency Responders (911). Give the operator the spill location, the chemical spilled, and approximate amount.
- From a safe area, attempt to get MSDS information for the spilled chemical for the emergency responders use. Also, be prepared to advise responders as to any ignition sources, engines, electrical power, or air conditioning/ventilation systems that may need to be shut off. Advise responders of any absorbents, containers, or spill control equipment that may be available. This may need to be done from a remote area, because an evacuation that would place the spiller far from the scene may be needed. Use radio or phone to assist from a distance, if necessary.
- Only emergency response personnel, in accordance with their own established procedures, should handle spills greater than 6 feet in any dimension or that are continuous. Remember, once the emergency responders or HAZMAT team is on the job cleaning up spills or putting out fires, the area is under their control and no one may re-enter the area until the responder in charge gives the all clear.
- Provide information for reports to supervisors and responders, just as in medium spills.

Reporting Spills

All chemical spills, regardless of size, should be reported as soon as possible to the Buildings and Grounds Department Director and/or Supervisor. This responsible person will determine whether the spill has the potential to affect the environment outside of the facility and must be reported to 911 or the National Response Center at 800-424-8802. Examples of spills that could affect the outside environment include spills that are accompanied by fire or explosion and spills that could reach nearby water bodies.

Spill Kit Inventory (Materials Kept at B & G Department)

- Absorbents; bags of loose absorbents, pigs, rolls of sheets, containers of neutralizing agents.
- Tools; shovels, brooms, dust pans, waste containers, squeegees, etc.
- Personal Protective Equipment; impervious gloves, goggles, aprons, boots, dust masks, etc.
- Other Supplies; warning tape, labels, markers, MSDS, etc.

9. O & M (Best Management Practices)

A. Purpose

The Bellingham School District is a Secondary Permittee under the State of Washington Department of Ecology Phase II Municipal Stormwater Permit, effective June 7, 2007.

This document serves as the school district O & M Plan. It is based upon the City of Bellingham's Best Management Practices that apply to our school district sites.

As required, the O & M Plan lists procedures to minimize stormwater pollution from high impact activities. The O & M Plan includes appropriate pollution prevention and good housekeeping procedures for all of the following operations, activities and/or types of facilities that are present within the Bellingham School District boundaries, including the following:

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- Any other facilities that would reasonably be expected to discharge contaminated runoff.

This Plan applies to all employees and students at Bellingham School District. It is commonly applicable to the Buildings and Grounds Department and Food Services, who conduct the activities above.

B. Stormwater Collection and Conveyance System

The stormwater collection and conveyance system includes catch basins, piping and other facilities used for stormwater conveyance and/or treatment. This section lists operations and maintenance requirements for catch basins, piping and other facilities.

1. Catch Basins

Most catch basins have a storage area at the bottom to trap sediments, debris, and other particles that can settle out of stormwater, thereby preventing clogging of downstream piping and washing of these solids into the surface water ultimately receiving drainage water.

When the catch basin is approximately 60 percent full of sediment, sediment can begin to wash into stormwater piping. Oils and grease, petroleum hydrocarbons, debris, metals, sediment, and contaminated water collect in catch basins, oil/water separators, and settling basins. Outlet traps (downturned elbows) are required to trap oil and other floatables and must be replaced or repaired when damaged or missing.

Clean catch basins when they are half full or when the sediment and debris is within 18 inches of the bottom of the outlet pipe. Follow additional manufacturer guidance and requirements on catch basin inspection and maintenance.

2. Stormwater Piping

Stormwater piping must be in good condition. Piping shall be inspected regularly and repaired as needed.

3. Other Stormwater Facilities

Other facilities can include both structural and non-structural stormwater facilities, such as green stormwater infrastructure elements, including trees, vegetation, and soil. All of these facilities require routine maintenance to ensure their functionality is maintained. Frequency and level of maintenance varies based on the facility location, function, and exposure to impacts. Facilities should be maintained according to the following operation and maintenance procedures and actions:

- Spill cleanup materials, such as rags and absorbent materials, must always be kept close at hand when changing oil and other fluids. Soiled rags and other cleanup material must be properly disposed of or professionally cleaned and reused.
- Maintenance and repair activities must be conducted indoors.
- Store and dispose of fluids properly
- Make sure all outside materials that have the potential to leach or spill to the drainage system are covered, contained, or moved to an indoor location.
- Maintenance and repair areas cannot be hosed down. Instead they must be swept weekly or more often as needed to collect dirt, and spills must be wiped up with rags and other absorbent materials. If pressure washing is necessary, the wastewater must be collected and disposed of properly. It cannot be discharged to the stormwater drainage system.
- If extensive staining and oily sheen is present, absorbent pillows or booms must be used in or around catch basins and properly maintained to prevent oil from entering the stormwater drainage system.

4. Washing and Cleaning of Food Service Equipment

This section applies to washing and cleaning of commercial cooking equipment, such as vent filter, grills, floor mats and grease and pretreatment devices. Such washing and cleaning should always occur indoors with discharges to the building sanitary sewer or to a holding tank for shipment to an offsite disposal facility or approved treatment system. If the washing activity cannot be moved indoors or contained in a tub, the washing areas must drain to a sanitary sewer, holding tank, or process treatment system. Provisions must be made to prevent the flow of stormwater onto the washing area.

Wash water must be discharged into a sanitary sewer drain. It is illegal to discharge the dirty wash water to the stormwater drainage system. In addition:

- Wipe off the equipment before washing to remove fats, oil grease and food waste.
- Do not pour cooking grease down the drain. Collect and dispose of all grease properly.
- If roof equipment or hood vents are cleaned, ensure that no wastewater or process water is discharged to the roof drains or stormwater system.

- Ensure that pesticide-contaminated waste materials are kept in designated covered and contained areas, and disposed of properly.
- Rinsate from equipment cleaning and/or triple-rinsing containers should be used as product or recycled into product.

3. Application of Fertilizer
   - Ensure that all fertilizers are applied by properly trained personnel. Document and keep all training records.

G. Material and Equipment Storage

1. Parking Lot Maintenance and Storage of Vehicles and Equipment

This section applies to parking lots and areas where vehicles or equipment are stored outside.

The following BMPs or equivalent measures are required for activities related to the parking and storage of vehicles and equipment.

- Sweep or vacuum parking lots, storage areas and driveways regularly to collect dirt, waste, and debris and dispose as solid waste.
- Do not hose down or pressure wash areas that drain to a storm drain or to the surface water ultimately receiving drainage water.
- Make sure all outside materials that have the potential to leach or spill to the drainage system are covered, contained, or moved to an indoor location.

H. Roadside Ditches

The following BMPs or equipment measures are required for activities related to the maintenance of roadside ditches.

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