Introduction and Instructions

The City and County of Honolulu’s Rules Relating to Water Quality (hereinafter referred to as Rules) specify that all Priority A and B1 projects shall submit a Storm Water Quality Report (SWQR) which must be prepared by a Certified Water Pollution Plan Preparer (CWPPP). This SWQR template has been created to facilitate document preparation and promote countywide consistency among projects, which provides for uniform receiving water quality protection and program effectiveness assessment. This template is not intended to limit the information that is provided and the CWPPP should include any other relevant information that helps to convey the final design concepts and demonstrate compliance with the Rules. The City and County of Honolulu Storm Water BMP Guide can be used in conjunction with project-specific design parameters and sizing to convey design intent.

Read through each section and provide the information that is described in each [highlighted field] and check box, at a minimum. Additional information may be included in the SWQR and additional sections may be added at the discretion of the CWPPP.

In the attachments section of the Table of Contents, include an attachment # or write N/A if not applicable to this document. Additional attachments that are not listed may be provided as needed and should be added to the List of Attachments Table.

Do not include this page in the submitted report.
Project Name:

Project Location:

Tax Map Key(s):

[Total Project Size:]

[City MS4 Facility(ies):]

Prepared For:

Owner/Developer's Name
Owner/Developer's Street Address
Owner/Developer’s City, State, Zip Code
Owner/Developer’s Telephone Number

Prepared By:

[Preparer’s Name] Certified Water Pollution Plan Preparer’s Name
Preparer's Company Name
Preparer’s Street Address
Preparer’s City, State, Zip Code
Preparer’s Telephone Number

Date of Preparation
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List of Attachments [(check all those applicable)]

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<th>Attachment #</th>
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<tbody>
<tr>
<td>(or indicate if not applicable)</td>
<td>Source Control Fact Sheets</td>
</tr>
<tr>
<td>A</td>
<td>Location Map and Site Plans</td>
</tr>
<tr>
<td></td>
<td>• Existing and Proposed Runoff or Drainage Management Area Maps</td>
</tr>
<tr>
<td></td>
<td>• Permanent BMP Plan</td>
</tr>
<tr>
<td></td>
<td>Hydrology Calculations for WQV and/or WQF</td>
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<tr>
<td></td>
<td>Treatment Control BMP Sizing Spreadsheets or separate calculations</td>
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<tr>
<td></td>
<td>Feasibility Screening Worksheet for LID Exemptions</td>
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<td></td>
<td>Documentation for Proprietary Treatment Device TAPE Certification or NJCAT Verification</td>
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<tr>
<td>Infiltration Testing Results</td>
<td></td>
</tr>
<tr>
<td>-----------------------------</td>
<td></td>
</tr>
<tr>
<td>Operation and Maintenance Plan</td>
<td></td>
</tr>
</tbody>
</table>
I. PROJECT DESCRIPTION

[Provide a general introduction and description of the project.]

[Provide a general introduction and description of the project. Discuss if this project is part of a larger master planned project]

Table 1 provides general information on the scope of this project.

Table 1. General Project Information

<table>
<thead>
<tr>
<th>Project Characteristics</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total project size:</td>
<td>[acres or square feet]</td>
</tr>
<tr>
<td>Disturbed area:</td>
<td>[acres or square feet]</td>
</tr>
<tr>
<td>Existing impervious surface area:</td>
<td>[acres or square feet]</td>
</tr>
<tr>
<td>Impervious surface area created, added, and replaced:</td>
<td>[acres or square feet]</td>
</tr>
<tr>
<td>Priority B facility uses (check all that apply):</td>
<td>Retail Gas Outlet, Automotive Repair Shop, Restaurant, Parking Lot with 20 stalls or more, Building greater than 100 feet in height, Retail Mall, Facilities Used or Zoned for Industrial Use.</td>
</tr>
<tr>
<td>MS4 drainage structures(^1) that will receive runoff from this site (if any).</td>
<td>[storm water structure IDs (SWID)]</td>
</tr>
</tbody>
</table>

\(^1\): Provide MS4 storm water structure IDs (SWIDs) that will receive runoff from this project site. If none, state “none.” If a storm water structure will be created and no SWID exists yet, state “new”. SWIDs are available on the City’s storm water GIS web app: http://cchnl.maps.arcgis.com/apps/OnePane/basicviewer/index.html?appid=b6801880d23242049a2bf8f2c78ad126

II. SITE DESCRIPTION

[Discuss physical features of the project site and future uses and activities. Include future activities at the site that require Source Control]
[Discuss physical features of the project site and future uses and activities.]

III. SITE DRAINAGE

[Include discussion of Hydrology, Hydrogeology, delineation of drainage management areas, and impacted drainage systems both before and as a result of this development]

[Include expected rainfall characteristics and hydrology including the WQV for the site; delineation of drainage management areas; and impacted drainage systems and receiving waters, both before and as a result of this development]

IV. POLLUTANTS OF CONCERN

[Include discussion of site activities and receiving water considerations]

Potential pollutants of concern (POCs) have been identified based on use of the site and receiving water impairments. Table 2 lists the POCs for this project site, including sources and the BMPs used to address them.

Table 2. Pollutants of Concern

<table>
<thead>
<tr>
<th>Pollutant (check all that apply)</th>
<th>Pollution Sources (include activities and locations of pollution sources at the site, i.e. loading docks, vehicle parking, etc.)</th>
<th>How will these Pollutants be addressed? (discuss the type of BMP that addresses this pollutant, e.g. source control, infiltration, biofiltration, etc. If no BMP will be used to address this pollutant, provide an explanation. Refer to other sections of the SWQR as needed.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Nutrients</td>
<td>[Pollution Sources]</td>
<td>[BMPs to address this pollutant]</td>
</tr>
<tr>
<td>☐ Sediment</td>
<td>[Pollution Sources]</td>
<td>[BMPs to address this pollutant]</td>
</tr>
<tr>
<td>☐ Trash</td>
<td>[Pollution Sources]</td>
<td>[BMPs to address this pollutant]</td>
</tr>
</tbody>
</table>
Pathogens  | [Pollution Sources]  | [BMPs to address this pollutant]
---|---|---
Pesticides  | [Pollution Sources]  | [BMPs to address this pollutant]
Oil & Grease  | [Pollution Sources]  | [BMPs to address this pollutant]
Metals: [Describe]  | [Pollution Sources]  | [BMPs to address this pollutant]
Organic Compounds: [Describe]  | [Pollution Sources]  | [BMPs to address this pollutant]
Other: [Describe]  | [Pollution Sources]  | [BMPs to address this pollutant]

V. BEST MANAGEMENT PRACTICES TO MEET CRITERIA

This section describes the management practices that will be taken to meet the [W]ater [Q]uality criteria specified in the Rules [Relating to Water Quality]. Calculations and [I]nfeasibility criteria are documented as [a]-separate attachments.

V.1 LID Site Design Strategies

[Include all site design strategies used and discuss the use of Self-Mitigating Areas]

The goal of LID Site Design Strategies are to reduce the hydrologic impact of development and to incorporate techniques that maintain or restore this site’s hydrologic and hydraulic functions.

The following Site Design Strategies have been incorporated into the design of this site (check all that apply):

- Conserve natural areas, soils, and vegetation
- Minimize soil compaction
- Minimize disturbances to natural drainages
- Minimize impervious surface
- Direct runoff to landscaped areas
- None (all infeasible)
[Describe how each checked site design strategy will be implemented. If none were selected, provide an explanation as to why site design strategies could not be implemented.]

A self-mitigating area is a natural or landscaped area which retains and/or treats rainfall over the footprint of the self-mitigating area but does not accept runoff from other areas. Self-mitigating areas can drain directly offsite or to the public storm drain system without being treated by a treatment control BMP. They must meet all the following criteria:

1. Vegetation in the natural or landscaped area is native and/or non-native/non-invasive drought tolerant species that do not require regular application of fertilizers and pesticides.
2. Soils are undisturbed native topsoil, or disturbed soils that have been amended and aerated to promote water retention characteristics equivalent to undisturbed native topsoil.
3. The incidental impervious areas are less than 5 percent of the Self-Mitigating Area.
4. Impervious area within the Self-Mitigating Area should not be hydraulically connected to other impervious areas unless it is a storm water conveyance system (such as brow ditches).
5. The Self-Mitigating Area is hydraulically separate from other drainage areas that contain permanent storm water Pollutant Control BMPs.

Self-mitigating areas are included in this site: □ Yes □ No

[If Yes, discuss the locations and use of Self-Mitigating Areas]

V.2 Source Control BMPs

[Include discussion of all areas and future activities at the site that require source control BMPs]

Source Control BMPs are low-technology practices designed to prevent pollutants from contacting storm water runoff or to prevent discharge of contaminated runoff to the storm drainage system. The Rules require that specific features of any Priority A or B site, as outlined in Table 3 below, require Source Control BMPs.

Table 3. Activities at the Site which require Source Control BMPs

<table>
<thead>
<tr>
<th>Feature</th>
<th>Planned at the site?^1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking Areas</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Storm Drain Inlets</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Landscaped Areas</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Automatic Irrigation</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Outdoor Trash Storage</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Vehicle and Equipment Fueling Areas</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Vehicle and Equipment Repair</td>
<td>□ Yes □ No</td>
</tr>
</tbody>
</table>
Vehicle and Equipment Washing and Cleaning | Yes | No
Loading Docks | Yes | No
Outdoor Material Storage (may be in the form of raw products, by-products, finished products, and waste products) | Yes | No
Outdoor Work Areas (may include but are not limited to areas where grinding, painting, coating, sanding, and parts cleaning are performed) | Yes | No
Outdoor Process Equipment Operations (may include but are not limited to rock grinding or crushing, painting or coating, grinding or sanding, and degreasing or parts cleaning) | Yes | No

Any feature that is checked as “yes” requires source control. Complete and attach the appropriate sheets from Attachment A.

V.3 Retention

[Discuss the required WQV, any infiltration and harvest/reuse BMPs used and capacity of each system. If any are infeasible, discuss which infeasibility criteria were met and provide evidence with the feasibility screening worksheet]

The Rules require that as much of the WQV as feasible be retained on-site through infiltration or harvest/reuse BMPs. The following table indicates which BMPs are feasible and which are included in the drainage design for this site. The feasibility screening worksheet is included as an attachment to this SWQR. Table 4 lists the Retention BMPs which are feasible and will be included in the drainage design to address the WQV.

Table 4. Retention BMPs Included in Design

<table>
<thead>
<tr>
<th>Retention BMP</th>
<th>Feasible</th>
<th>Included in drainage design</th>
</tr>
</thead>
<tbody>
<tr>
<td>Infiltration(^1)</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Harvest/Reuse</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

\(^1\) If infiltration is feasible and will be used to meet the retention criteria in the Rules, infiltration testing is required and the infiltration testing results should be provided as an attachment to the SWQR. Refer to §20-3-59 of the Rules.
[Discuss the required WQV, any infiltration and harvest/reuse BMPs used and capacity of each system towards meeting the WQV.]

V.4 Biofiltration

[Discuss the remaining WQV/ WQF, the biofiltration BMPs used and capacity of each system. If any are infeasible, discuss which infeasibility criteria were met and provide evidence with the feasibility screening worksheet.]

The Rules require that any of the WQV that cannot be retained must be biofiltered before off-site release as much as feasible. Biofiltration is (check one):

- Required to meet the WQV treatment criteria. (Complete the rest of this section.)
- Not required because the WQV is retained through infiltration and/or harvest/ reuse. (No need to complete the rest of this section unless additional biofiltration BMPs are included in the design.)

The following Biofiltration BMPs in Table 5 are included in the drainage design for this site:

<table>
<thead>
<tr>
<th>Biofiltration BMP</th>
<th>Feasible</th>
<th>Included in drainage design (if feasible)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Green Roof</td>
<td>Yes</td>
<td>Yes No</td>
</tr>
<tr>
<td>Vegetated Swale</td>
<td>Yes</td>
<td>Yes No</td>
</tr>
<tr>
<td>Vegetated Bio-Filter&lt;sup&gt;2&lt;/sup&gt;</td>
<td>Yes</td>
<td>Yes No</td>
</tr>
<tr>
<td>Vegetated Buffer Strip</td>
<td>Yes</td>
<td>Yes No</td>
</tr>
<tr>
<td>Dry/Enhanced Swale</td>
<td>Yes</td>
<td>Yes No</td>
</tr>
</tbody>
</table>

[Discuss the remaining WQV/ WQF, the biofiltration BMPs used and capacity of each system toward meeting the WQV/WQF.]

V.5 Alternative Compliance

[Discuss the remaining WQV/ WQF, the alternative compliance BMPs used and capacity of each system.]

Alternative Compliance is required for portions of the WQV that cannot be treated using on-site retention and biofiltration practices. Alternative compliance is (check one):

---

<sup>2</sup>For proprietary systems, the BMP must be certified for general use by the Washington State Department of Ecology Technology Assessment Protocol (TAPE) for Enhanced Treatment (for the treatment of dissolved metals), Phosphorous Treatment, or Oil Treatment, according to the predominant Pollutant(s) of concern at that Site.
Required to meet the WQV treatment criteria for this Site. (Complete the rest of this section.)
Not required for this site because the WQV is treated with retention and biofiltration BMPs.
(No need to complete the rest of this section unless additional alternative compliance BMPs are included in the design.)

The following Alternative Compliance BMPs are proposed for this site:
- Manufactured Treatment Device\(^3\)
- Detention Basin
- Sand Filter
- Off-site mitigation

[Discuss the remaining WQV/ WQF, the alternative compliance BMPs used and capacity of each system toward meeting the WQV/WQF.]

VI. **OPERATION AND MAINTENANCE**

The Operations and Maintenance Plan is included as an attachment.

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\(^3\) The device must provide, at minimum, a TSS removal rate of 80 percent, certified for general use by the Washington State Department of Ecology Technology Assessment Protocol (TAPE) or verified by the New Jersey Corporation for Advanced Technology (NJCAT) consistent with the New Jersey Department of Environmental Protection (NJDEP) protocols. Systems not meeting the required TSS removal criteria are allowed as pre-treatment for other BMPs.
CERTIFIED WATER POLLUTION PLAN PREPARER STATEMENT

This work was prepared by me or under my supervision. To the best of my knowledge, the information submitted is true, accurate and complete.

Print Name

Signature

Date

Certification #
OWNER’S CERTIFICATION

The undersigned, while it owns the subject property, is responsible for the implementation of the provisions of this Storm Water Quality Report (SWQR), prepared by ________________________, the CWPPP designated under my authority, and will ensure that this report is amended as appropriate to reflect up-to-date conditions on [the] this site.

This SWQR will be reviewed with the facility operator, facility supervisors, employees, maintenance and service contractors, or any other party having responsibility for implementing specific portions of this SWQR. A copy of the certified SWQR shall be available on the subject property indefinitely.

I will be responsible for the maintenance of the Source Control and Treatment Control BMPs identified herein.

Once the undersigned transfers its interest in the property, its successors-in-interest shall bear the aforementioned responsibility to implement and amend the SWQR. The Department of Facility Maintenance will be notified of the change of ownership and the new owner will submit a new certification.

I am aware that there are significant penalties for discharging polluted runoff into the City MS4.

Signature: 
Print Name: 
Title: 
Company: 
Address: 
Telephone No.: 
Date: 
### ATTACHMENTS

<table>
<thead>
<tr>
<th>[Attachment #](or indicate if not applicable)</th>
<th>[Attachment]</th>
</tr>
</thead>
</table>
| [Location Map and Site Plans](or indicate if not applicable) | - Existing and Proposed Runoff or Drainage Management Area Maps  
- Permanent BMP Plan |
| [Hydrology Calculations for WQV and/or WQF] | |
| [Treatment Control BMP Sizing Spreadsheets] | |
| [Feasibility Screening Worksheet for LID Exemptions] | |
| [Documentation for Proprietary Treatment Device TAPE Certification or NJCAT Verification] | |
| [Infiltration Testing Results] | |
| [Operation and Maintenance Plan] | |
Attachment A.

For any Source Control BMP that was checked in Section V.2, complete the appropriate page and include as a part of Attachment A. Do not include pages for Source Control BMPs that are not included in Section V.2.
Parking Areas

The following BMPs have been incorporated into the design (check all that apply):

- [ ] Parking Areas that are paved with impermeable material are graded to direct runoff towards vegetated/landscaped areas or other Post-Construction Treatment Control BMPs.
- [ ] Other: [describe]
- [ ] None: [Provide explanation for why source control BMPs are not required and are not included for this site feature]
**Landscaped Areas**

The following BMPs have been incorporated into the design (*check all that apply*):

- [ ] Limit runoff from landscaped areas to impervious areas
- [ ] Protect slopes and channels
- [ ] Other: [describe]
- [ ] None: [Provide explanation for why source control BMPs are not required and are not included for this site feature]
**Automatic Irrigation**

The following BMPs have been incorporated into the design (*check all that apply)*:

- [ ] Irrigation systems are designed to each landscape area’s specific water requirements and to minimize runoff of excess irrigation water.
- [ ] Other: [describe]
- [ ] None: [Provide explanation for why source control BMPs are not required and are not included for this site feature]
Storm Drain Inlets

The following BMPs have been incorporated into the design (check all that apply):

- [ ] All storm drain inlets and catch basins, constructed or modified, within the Project area are labeled with prohibitive language.
- [ ] Signage is not placed on the face of curbs
- [ ] Other: [describe]
- [ ] None: [Provide explanation for why source control BMPs are not required and are not included for this site feature]
Outdoor Trash Storage

The following BMPs have been incorporated into the design (check all that apply):

- Trash storage areas graded and paved to prevent run-on or are graded towards vegetated/landscaped areas.
- Trash bins are lined, have a low containment berm around the dumpster area, or have drip pans underneath dumpsters.
- Containers are covered with roofs, awnings, or attached lids.
- Trash storage areas are paved with an impervious material.
- Trash storage areas do not drain to storm drain inlets.
- Signs are posted on dumpsters indicating that prohibiting disposal of hazardous material.
- Other: [describe]
- None: [Provide explanation for why source control BMPs are not required and are not included for this site feature]
**Vehicle and Equipment Fueling Areas**

The following BMPs have been incorporated into the design (*check all that apply*):

- An overhanging roof structure or canopy is included over fuel dispensing areas. The cover’s minimum dimensions must be equal to or greater than the area within the grade break. The cover must not drain onto the fuel dispensing area and the downspouts must be routed to prevent drainage across the fueling area. If fueling large equipment or vehicles that prohibit the use of covers or roofs, the fueling island is designed to accommodate the larger vehicles and equipment and to prevent storm water run-on and runoff.

- Fuel dispensing areas are paved with Portland cement concrete (or equivalent smooth impervious surface). The paved area extends a minimum of 6.5 feet from the corner of each fuel dispenser, or the length at which the hose and nozzle assembly may be operated plus 1 foot, whichever is less. The use of asphalt concrete is prohibited.

- The dispensing areas are sloped to prevent ponding, and are separated from the rest of this site by a grade break that prevents run-on. Fueling areas drain toward a dead-end sump or vegetated/landscaped area. Runoff from downspouts/roofs directed away from fueling areas towards vegetated/landscaped areas.

- All drains within facility boundaries are labeled to indicate whether flow is to the storm drain, sewer, or oil/water separator.

- Other: [describe]

- None: [Provide explanation for why source control BMPs are not required and are not included for this site feature]
Vehicle and Equipment Repair

The following BMPs have been incorporated into the design (check all that apply):

☐ Repair/ maintenance bays located indoors; or designed them to preclude run-on and runoff.

☐ Maintenance floor areas paved with Portland cement concrete (or equivalent smooth impervious surface).

☐ Impermeable berms, drop inlets, trench drain, catch basins, or overflow containment Structures are provided and drains to a sump for collection and disposal.

☐ Drains within facility boundaries are labeled using paint or stencil, to indicate whether flow is to the storm drain, sewer, or oil/ water separator.

☐ Other: [describe]

☐ None: [Provide explanation for why source control BMPs are not required and are not included for this site feature]
Vehicle and Equipment Washing and Cleaning

The following BMPs have been incorporated into the design (*check all that apply, at least one is required*):

- Be self-contained and/or covered with a roof or overhang; or
- Be equipped with a clarifier or other pretreatment facility; or
- Sumps or drain lines are installed to collect wash water. Wash water is diverted to the sanitary sewer, an engineered Infiltration system, or an equally effective alternative; or
- Direct and divert surface water runoff away from the exposed area around the wash pad, and wash pad itself to alternatives other than the sanitary sewer; or
- Cover areas used for regular washing of vehicles, trucks, or equipment, surround them with a perimeter berm, and clearly mark them as a designated washing area; or
- Drains within facility boundaries are labeled using paint or stencil, to indicate whether flow is to the storm drain, sewer, or oil/water separator.
- Other: [describe]
- None: [Provide explanation for why source control BMPs are not required and are not included for this site feature]
**Loading Docks**

The following BMPs have been incorporated into the design *(check all that apply)*:

- Loading dock areas are covered or designed to preclude run-on and runoff.
- Depressed loading docks (truck wells) are designed so that runoff does not discharge into storm drains.
- Below-grade loading docks from grocery stores and warehouse/distribution centers are drained of fresh food items through water quality inlets, engineered Infiltration system, or equally effective alternative.
- Loading/unloading areas are graded and/or bermed to a drain that is connected to a dead-end.
- Loading areas are paved with Portland cement concrete.
- Other: [describe]
- None: [Provide explanation for why source control BMPs are not required and are not included for this site feature]
Outdoor Material Storage (may be in the form of raw products, by-products, finished products, and waste products)

The following BMPs have been incorporated into the design (check all that apply):

- Materials with the potential to contaminate storm water must either be placed in an enclosure that prevents contact with runoff or spillage to the storm water conveyance system, or protected by secondary containment structures such as berms, dikes, or curbs.
- The storage area is paved with Portland cement concrete (or equivalent smooth impervious surface).
- Storage area is sloped towards a dead-end sump to contain spills.
- Runoff from downspouts/roofs are directed away from storage areas.
- Storage area is covered with an awning that extends beyond the storage area or materials are stored in a manufactured storage shed.
- Other: [describe]
- None: [Provide explanation for why source control BMPs are not required and are not included for this site feature]
Outdoor Work Areas (may include but are not limited to areas where grinding, painting, coating, sanding, and parts cleaning are performed)

The following BMPs have been incorporated into the design (check all that apply):

- Paved with an impermeable surface such as concrete or asphalt, or a prefabricated metal drip pan.
- The area is covered with a roof.
- The perimeter of the area is Bermed to preclude run-on.
- Runoff is connected directly to the sanitary sewer or other specialized containment system(s).
- Other: [describe]
- None: [Provide explanation for why source control BMPs are not required and are not included for this site feature]
Outdoor Process Equipment Operations (may include but are not limited to rock grinding or crushing, painting or coating, grinding or sanding, and degreasing or parts cleaning)

The following BMPs have been incorporated into the design (check all that apply):

- Pollutant generating areas are covered or enclosed, sloped toward a dead-end sump, or discharge to the sanitary sewer system following appropriate treatment in accordance with conditions established by the City Department of Environmental Services.
- Area is graded or bermed to prevent run-on.
- Equipment repair areas do not drain to the storm drainage system.
- Secondary containment structures (not double wall containers) are provided where wet material processing occurs (e.g., electroplating), to hold spills resulting from accidents, leaking tanks, or equipment, or any other unplanned releases. (Note: if these are plumbed to the sanitary sewer, they must be with the prior approval of the City.)
- Other: [describe]
- None: [Provide explanation for why source control BMPs are not required and are not included for this site feature]