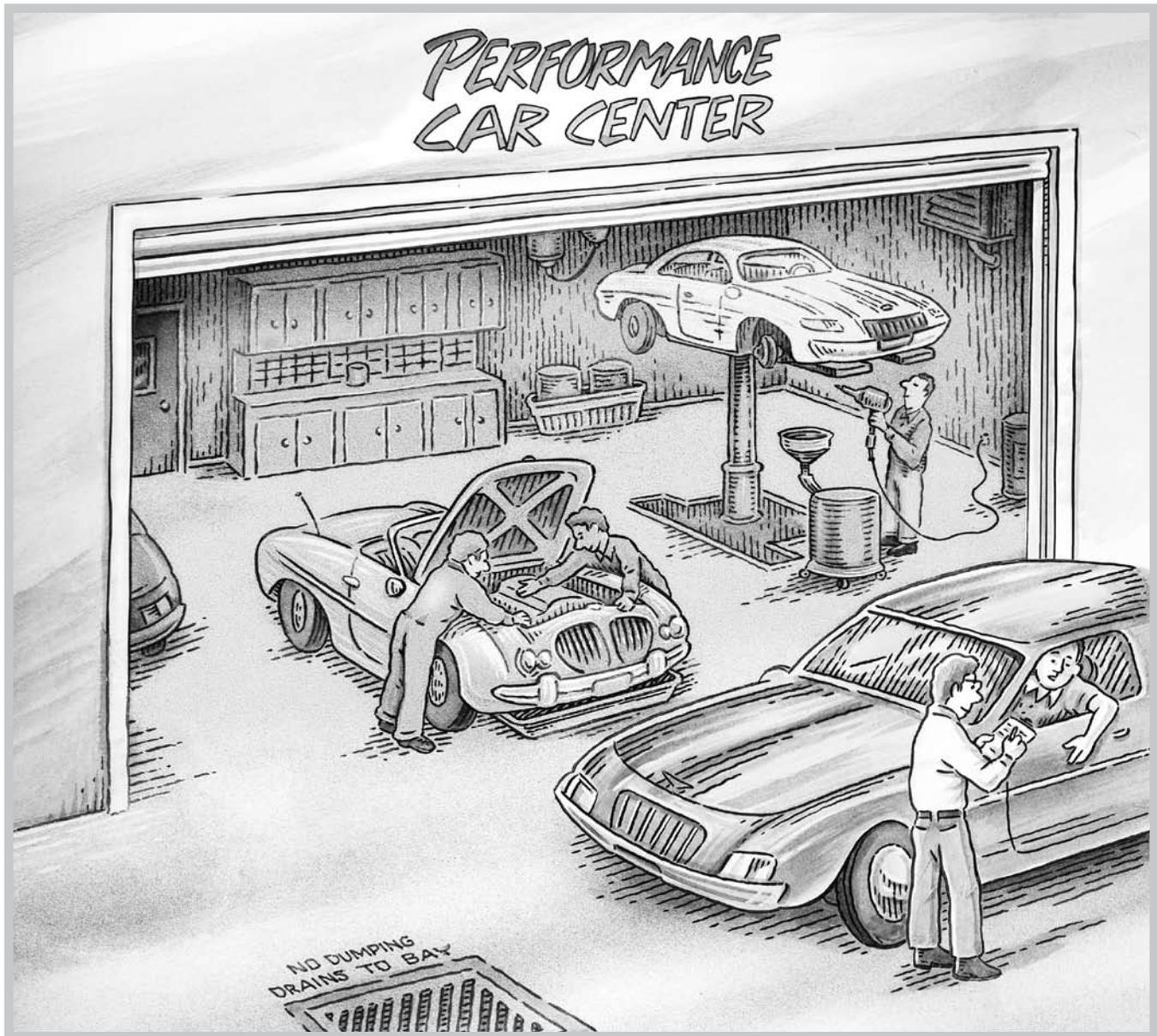


Vehicle Service Facilities

BEST MANAGEMENT PRACTICES



These guidelines cover the following topics:

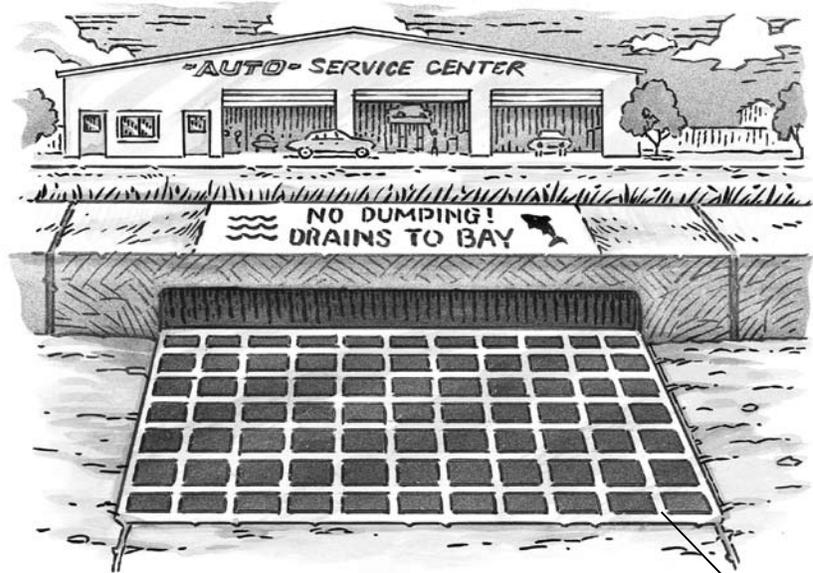
General Pollution Prevention Practices and Good Housekeeping
Outdoor Storage • Waste Disposal and Recycling • Vehicle Washing,
Engine and Parts Cleaning, and Radiator Flushing • Mercury and Copper
Additional Information and Local Agency Contacts



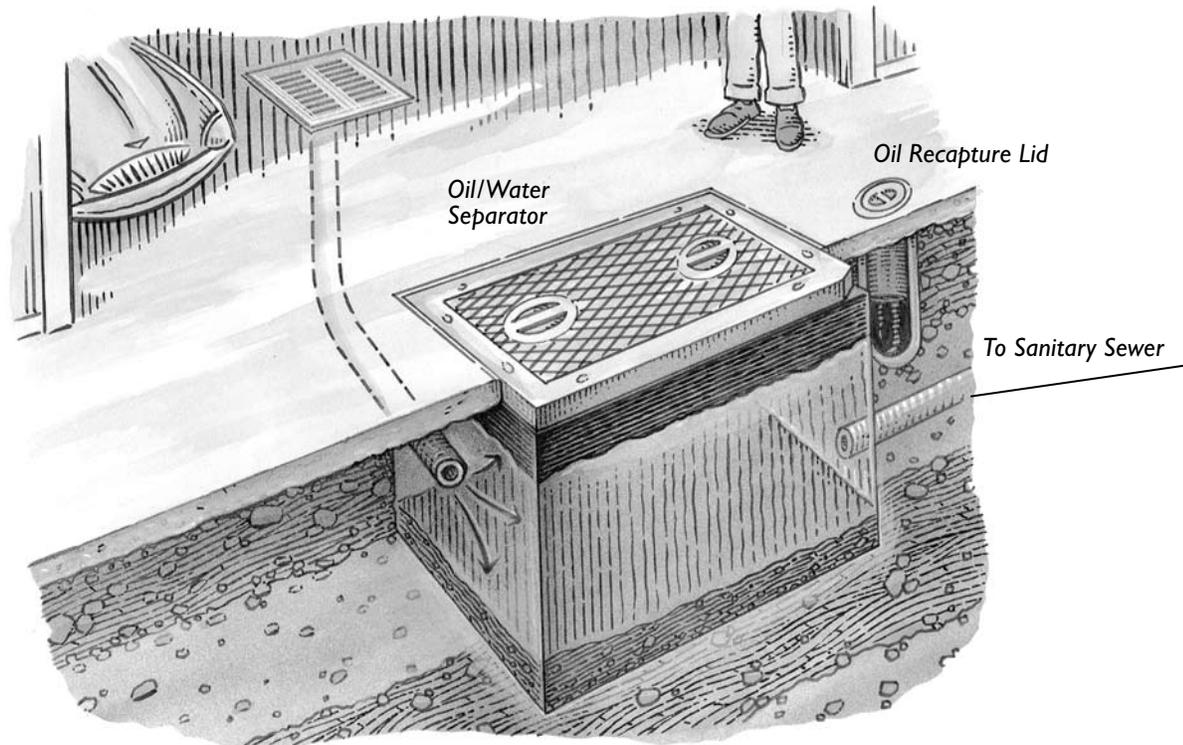
YOU CAN HELP PREVENT WATER POLLUTION!

The following best management practices (BMPs) will help you comply with rules to protect stormwater and the environment. Stormwater can easily cause pollution because it typically flows directly to creeks and the bay without any treatment. You may have to pay for clean up costs and fines, have permits revoked, or even go to jail for stormwater pollution, such as spilled vehicle fluids and/or other wastes or washwaters.

Storm drains are different from sanitary sewers. Sanitary sewers convey sewage and other wastes to a wastewater treatment plant. Where shop floor drains are still allowed, they must be connected to an oil/water separator before discharging to a sanitary sewer.



Storm drain inlets are the first line of defense for clean water.



GENERAL POLLUTION PREVENTION PRACTICES

The good housekeeping practices listed to the right are critical to protecting our water quality.

Label/stencil each drain inlet to remind workers and customers that no dumping is allowed.

Keep surfaces clean. Do not allow fluids to accumulate or run across surfaces.

Clean up spills immediately with rags, absorbents, or wet/dry vacuum. Never allow vehicle fluids to flow into a storm or sanitary sewer drain inlet.

Routinely inspect and clean:

- Storm drain inlets (grates and sumps),
- Fueling areas,
- Parking areas,
- Work areas,
- Waste storage areas, and
- Treatment devices for proper functioning.

Perform the following work indoors or under cover:

- Any activities that might generate small particles or dust, like metal filings, brake dust, paint chips, etc. from sanding, painting, or brake removal.
- Activities that might spill liquids, such as oil changing, radiator work, parts cleaning, etc. **Use drip pans, secondary containment, and absorbents to control spills.**

Inspect vehicles for drips and place drip pans under leaking vehicles. **Drain fluids** from leaking or wrecked vehicles immediately.

Three Important Things to Remember:

1. Protect your storm drain inlets from pollution of any kind. Remember, **only rain down the storm drain.**
2. Protect your sanitary sewer from all vehicle fluids.
3. Always dry clean spills. Never wash spills down the storm drain.



OUTDOOR STORAGE

- Store parts and equipment **inside or in enclosed** areas. **Raise and cover** all outdoor storage, especially new or used vehicle parts, metals, or potential pollutants.
- Cover or enclose waste bins and exposed materials with tarps or PVC enclosures when indoor storage or more permanent containers and coverings are impractical.
- Use **secondary containment** in a roofed, enclosed area when storing fluids outside.
- Store all items **as far as possible from storm drain inlets**.

If You Store Vehicle Fluids Outdoors:

1. Keep a roof and walls around your vehicle fluids to protect them from rain.
2. Keep containers elevated to protect them from water run-off.
3. Place primary containers inside double containment.



Education and Training

Train new employees upon hiring to use these BMPs and have annual refresher trainings.

Post signs to remind employees how vehicle fluids and wastes must be stored.



WASTE DISPOSAL AND RECYCLING

- Vehicle fluids must be **properly managed** and cannot be disposed in the garbage, sanitary sewer, or storm drain.
- **Recycle** motor oil, filters, antifreeze, paints, solvents, batteries (car and personal), parts, fluorescent lights, and lubricants.
- Use separate, appropriate, clean, sealed, fully enclosed or roofed, and secondarily **contained storage** for used motor oil, antifreeze and other liquids, wastes or recyclables. Label containers as required by hazardous waste regulations.



Waste Disposal and Recycling:

1. Don't dispose to storm drain. Recycle, whenever possible.
2. Divide wastes by type and store separately in sealed containers.
3. Insist on garbage dumpsters with working lids from your waste hauler.



Consult your local hazardous waste regulator about hazardous materials disposal and handling.
See back page for contact information.

VEHICLE WASHING

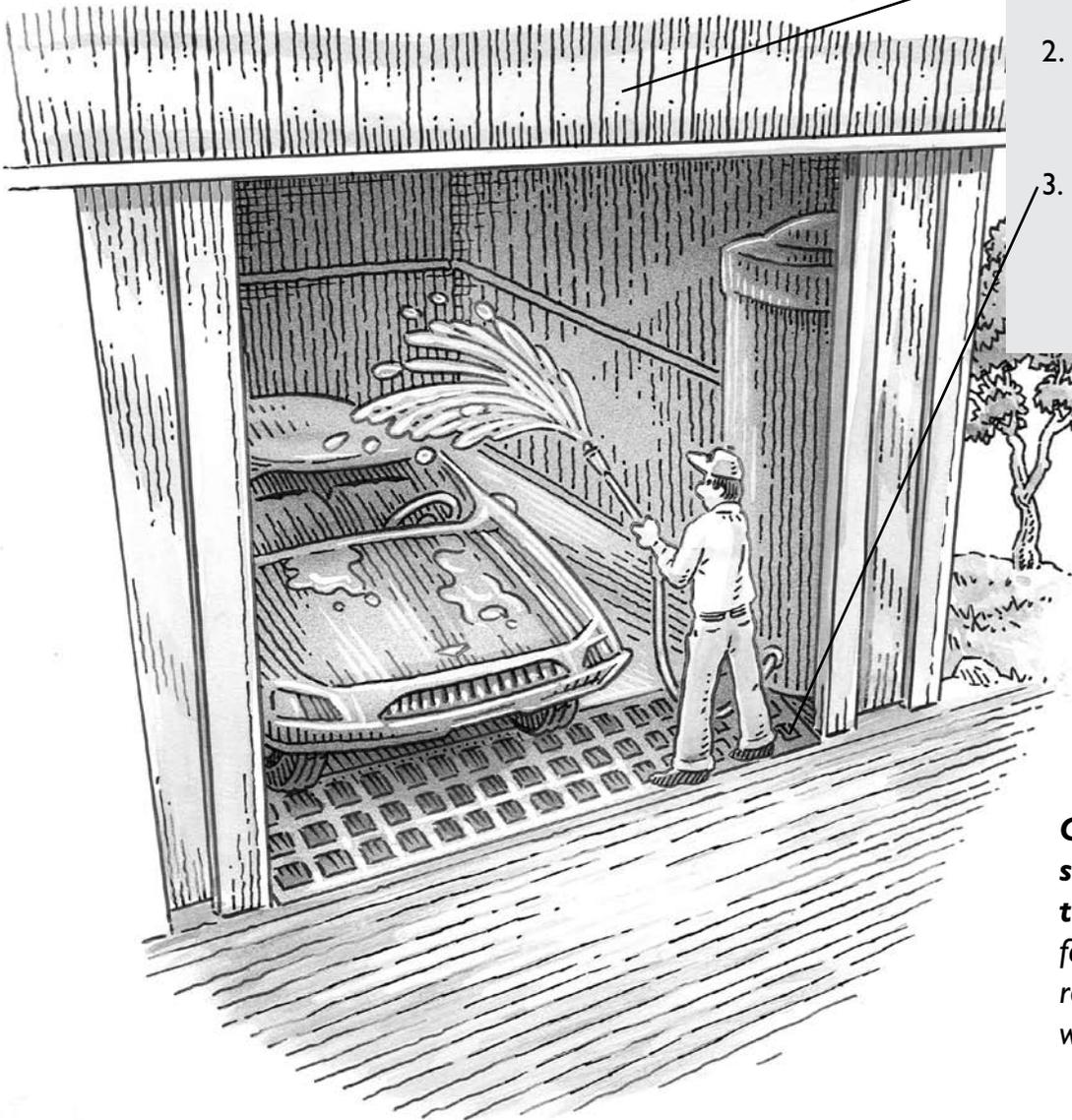
- **Direct all washwater to the sanitary sewer.** Wash vehicles on a wash pad that is roofed, bermed, and connected to a washwater treatment system and the sanitary sewer. Contact your local sanitary sewer treatment authority for approval. (See back page.)

- Connection to the sanitary sewer may also require a plumbing permit from your local jurisdiction. Contact your City.
- All car washing systems shall be maintained and cleaned out on a regular schedule. Collected solids shall be disposed using a licensed waste hauler.

- Wash vehicles at a **commercial car wash or use waterless cleaning methods**, if the conditions described above cannot be met.

Vehicle Washing:

1. Wash vehicles under a roof.
2. Contain washwater within a bermed wash pad.
3. Connect wash pad to treatment device plumbed to sanitary sewer.



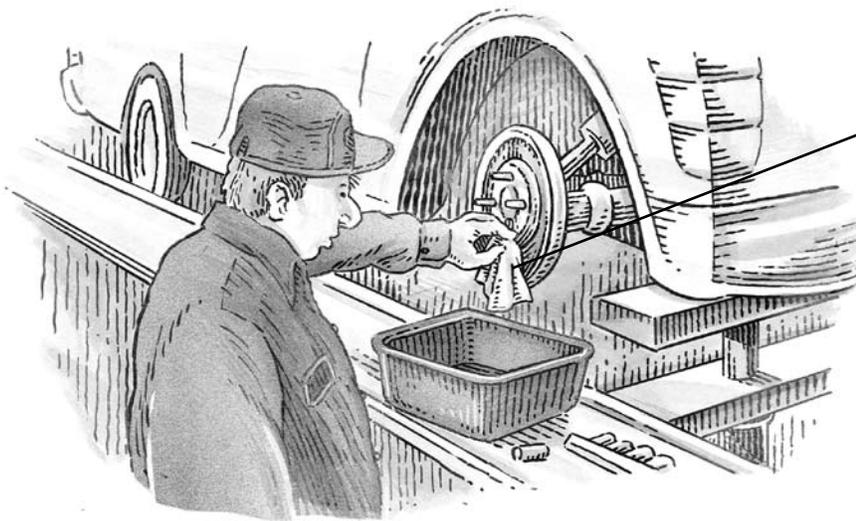
Consult your local sanitary sewer treatment authority for advice and approval regarding your vehicle washing system.

ENGINE AND PARTS CLEANING, AND RADIATOR FLUSHING

- **Only rain down the storm drain.** Never discharge any fluids, including aqueous cleaning solutions, solvents, water used in flushing and testing radiators, or wastewater from steam cleaning or cleaning engine/ parts, to a storm drain, creek, pavement, gutter, street, or ground.

- Wash or rinse parts **indoors in designated properly contained areas.** Reuse and recycle rinse/washwaters. Do not dispose this waste down the sanitary sewer or storm drain.
- **Clean brake dust off with damp towels or vacuum with HEPA** filtration.

Otherwise, use recirculating aqueous or solvent based parts washing units (parts cleaners). Avoid using aerosol cans to clean brakes and other parts. See www.dtsc.ca.gov/PollutionPrevention/VSR/upload/Brakewash02.pdf for more information.



Engine and Parts Cleaning:

1. Use damp towels or HEPA vacuum on wheels, other parts exposed to brake dust.
2. Use parts cleaners for brakes, not solvent in aerosol cans.

MERCURY AND COPPER

MERCURY

Mercury contaminates fish making them unsafe to eat. The state health agency has issued detailed health advisories that are available at www.oehha.ca.gov/fish/general/sfbaydelta.html

- Properly **dispose** as hazardous waste **or recycle** all mercury-containing products, including **fluorescent** lamps and vehicle **switches** with mercury. **In order to prevent contamination of fish, it is no longer legal**

to dispose any of these wastes as trash with your regular garbage.

- Consult the California Department of Toxic Substances Control's website for detailed information on how to properly remove mercury switches from vehicle hoods and trunks and other requirements for controlling mercury wastes: www.dtsc.ca.gov/HazardousWaste/Mercury/index.cfm

COPPER

Copper in the Bay is a serious environmental problem because it may harm marine life.



- **Collect all dust from brakes** and dispose of the dust or brake washwaters as hazardous wastes.
- **Use no-copper or low-copper** containing brake pad replacements, if possible.

LOCAL AGENCY CONTACTS

Local Stormwater Inspectors

City	Phone Number
Alameda.....	(510) 337-2120
Albany.....	(510) 528-5771
Berkeley.....	(510) 981-7460
Dublin.....	(925) 833-6632
Emeryville.....	(510) 596-3728
Fremont.....	(510) 494-4570
Hayward.....	(510) 881-7900
Livermore.....	(925) 960-8100
Newark.....	(510) 790-7254
Oakland.....	(510) 238-6544
Piedmont.....	(510) 420-3039
Pleasanton.....	(925) 931-5511
San Leandro.....	(510) 577-3401
Unincorporated Alameda County.....	(510) 567-6700
Union City.....	(510) 675-5362
Alameda Countywide Clean Water Program.....	(510) 670-5543

Local Hazardous Waste Regulators Phone Number (Certified Unified Program Agencies – CUPAs)

Alameda County Environmental Health..... (Serves Alameda, Albany, Castro Valley, Dublin, Emeryville, Piedmont, San Lorenzo, and Sunol.)	(510) 567-6780
Berkeley Toxics.....	(510) 981-7460
Fremont Fire.....	(510) 494-4213
Hayward Fire.....	(510) 583-4910
Livermore-Pleasanton Fire.....	(925) 454-2362
Newark Fire.....	(510) 790-7254
Oakland Fire.....	(510) 238-3927
San Leandro Environmental Services.....	(510) 577-3401
Union City Fire.....	Ext 367 (510) 471-3232

Local Sanitary Sewer Treatment Authorities Phone Number

East Bay Municipal Utility District..... (Serves Alameda, Albany, Berkeley, Emeryville, Oakland, and Piedmont. Also contact your City, regarding sewer connection.)	(510) 287-1651
Dublin-San Ramon Services District..... (Serves Dublin. Also contact City of Pleasanton.)	(925) 846-4565
Hayward.....	(510) 881-7900
Livermore.....	(925) 960-8100
Oro Loma Sanitary District..... (Serves communities of San Lorenzo, Castro Valley, unincorporated San Leandro and Hayward.)	(510) 276-4700
Castro Valley Sanitary District.....	(510) 537-0757
San Leandro.....	(510) 577-3401
Union Sanitary District..... (Serves Fremont, Newark and Union City.)	(510) 477-7500

As a vehicle service facility, your business is regulated by several State and Local agencies for environmental compliance. In addition to what is listed, you may need to obtain coverage under the State Water Resources Control Board's Stormwater Industrial General Permit. Call: (916) 341-5538 for more information.



All discharges to sanitary sewer must be approved by your local sanitary sewer treatment authority. See list of contacts to the left. Never discharge into a storm drain.