

Site Housekeeping

1 Objective: to reduce impacts from storm water runoff by developing and implementing good housekeeping practices.

2 General Housekeeping

- 2.1 Keep parking areas, material storage and staging areas clean and orderly.
- 2.2 Establish a daily checklist to confirm cleanliness and adherence to proper storage and security. Where feasible, individual employees should be assigned specific inspection responsibilities and given the authority to remedy any problems found.
- 2.3 Post “No Littering” signs and enforce anti-littering laws.
- 2.4 Dispose of wash water properly. Wash water shall not be allowed to flow to the storm drain system.
- 2.5 Sediment and sweeping debris shall be properly disposed.

3 Mechanical Sweeping

- 3.1 Mechanical sweeping shall be performed on a scheduled basis. The frequency of mechanical sweeping shall be based on visual observation of waste accumulation.
- 3.2 Mechanical sweeping equipment shall only be used by personnel trained in using mechanical sweeping equipment.
- 3.3 Mechanical sweeping of all outside equipment staging areas, materials storage areas and parking areas shall be performed at least once prior to the onset of the wet season (October 15).
- 3.4 Mechanical sweeping shall be coordinated with maintenance activities on other storm water treatment measures located on the site (i.e. stormceptors, CDS units, drain inlet filters).
- 3.5 Dispose of debris properly.

4 Manual Sweeping

- 4.1 Manual sweeping shall be used in areas where mechanical sweeping can not be effectively implemented.
- 4.2 Manual sweeping shall be coordinated with maintenance activities on other storm water treatment measures located on the site.
- 4.3 Dispose of debris properly.

5 Surface Cleaning

- 5.1 Surface cleaning shall be used in areas where heavy oil deposits are encountered.
- 5.2 Dry cleaning methods (e.g. application of absorbent followed by sweeping and vacuuming) shall be employed first to prevent the discharge of pollutants to the storm drain system
- 5.3 If wet cleaning is required to effectively remove pollutants, the cleaning protocol must adhere to the Bay Area Stormwater Management Agencies Association (BASMAA) Surface Cleaning Best Management Practices (Go to www.basmaa.org for more information). All wash water shall be collected and disposed to landscape or the sanitary sewer, as appropriate. If discharge to the sanitary sewer is necessary, prior approval from Dublin San Ramon Services District is required.
Dublin San Ramon Services District (DSRSD)
7501 Dublin Boulevard, Dublin CA 94568
www.dsrdsd.com, 925-828-0515
- 5.4 Dispose of debris properly.

6 Disconnected Downspouts

- 6.1 Do not connect roof downspouts to the storm drain system without approval from the City.
- 6.2 Inspect downspouts and gutters in the autumn and spring to check for sagging, leaking, or loose areas.
- 6.3 Prior to the rainy season, clean out accumulated leaves and other debris.
- 6.4 Inspect underneath downspouts. Look for pooling; if present, place river rocks or cobbles at the discharge point to eliminate puddles. Inspect splash blocks and sleeves (if present) to ensure they are intact and well positioned to accept stormwater and direct it into landscaping. There should be a slight tilt to the splash block, leading stormwater away from the foundation.
- 6.5 Inspect surrounding landscaping to ensure erosion is not present. If erosion is evident, install splash block or cobblestones immediately under the downspout to spread the energy of the water flow.

7 Private Storm Drain Stencils

- 7.1 Projects that include any storm drain stencils on private property are required to replace stencils that have popped off or have been damaged to the extent where the inscription is illegible. Contact the City of Dublin Environmental Services Division at (925) 833-6630 for assistance.

8 Vector Control

- 8.1 Ensure that there are no areas of standing water on site. Areas of standing water shall be drained or cleared as soon as they are located.
- 8.2 Mosquito Abatement District: The Alameda County Mosquito Abatement District (ACMAD) will be contacted as needed for assistance should any mosquito issues arise. Mosquito larvicides should be applied only when absolutely necessary as indicated by the ACMAD, and then only by a licensed professional or contractor. The contact information for ACMAD follows:

Alameda County Mosquito Abatement District
23187 Connecticut St.
Hayward CA 94545
Phone 510-783-7744

9 Emergency Spill Control

- 9.1 On an annual basis, perform a manual check of any emergency control devices and associated structures to ensure the devices perform as designed.
- 9.2 Ensure signage is posted notifying employees of spill response plans and directing employees to spill control equipment.
- 9.3 Provide annual employee training on spill control response procedures.

Pesticide Reduction Plan and Measures

Objectives: to reduce or eliminate the use of chemicals necessary to prevent pests of the landscape and to reduce the potential for pesticides to runoff the landscape.

Pesticide Reduction Measures

- ✓ Employ non-chemical controls (biological, physical and cultural controls) before using chemicals to treat a pest problem.
- ✓ Use geotextiles and apply 2-4 inches of mulch to exposed soils to prevent weed growth.
- ✓ Replace problem plants with locally adapted, pest resistant plants. Do not plant invasive species.
- ✓ Prune plants properly and at the appropriate time of year.
- ✓ Limit fertilizer use unless soil testing indicates a deficiency. Slow-release or organic fertilizer is preferable.
- ✓ Provide adequate irrigation for landscape plants. Do not over water.
- ✓ Sweep up spilled fertilizer and pesticides. Do not wash away or bury such spills.
- ✓ If chemical controls are necessary, use least-toxic pesticide first. Avoid the use of broad-spectrum pesticides.
- ✓ Do not over apply pesticide. Spray only where the infestation exists. Follow the manufacturer's instructions for mixing and applying materials.
- ✓ Only licensed, trained pesticide applicators shall apply pesticides.
- ✓ Apply pesticides at the appropriate time to maximize their effectiveness and minimize the likelihood of discharging pesticides into runoff. With the exception of pre-emergent pesticides, avoid application if rain is expected.
- ✓ Unwanted/unused pesticides shall be disposed as hazardous waste.

Correspondence

Correspondence regarding operations, inspections and maintenance of the storm water treatment measures shall be provided to the City of Dublin's Environmental Services division as required and according to the schedule outlined in the Operations and Maintenance Agreement held with the City of Dublin in regard to this property.

NOTE: Best Management Practices delineated in this Operations & Maintenance Agreement are minimum requirements. More stringent requirements may apply to specific projects as environmental mitigation measures under the California Environmental Quality Act, and/or as conditions of approval for a development project (such as a map, a planned district, a zoning administrator permit, a conditional use permit, or other permit or project approval by the City).